147.34 REPEATER

SUNDAY 8PM ARES NET 145.33 TONE 179

EMERGENCY COMMUNICATIONS SPECIALISTS MEETING

August 29, 1994

MEETING AGENDA

SCANNER 31 33 35

6:30 Introductions

6:35 ARES sign-up information

7:00 Emergency worker sign-up

7:30 Inventory - equipment and materials

8:00 Roundtable topics

- ✔ Meeting nights & times
- ✔ 2nd Operational Lead
- ✔ Committee assignments - Procedure committee AEC & 2 OL ??
  Training ???
- ✔ Training topics

~~EXD~~ MONDAYS LAST @ 6:30

CG LIGHTER DIST. BUS

WRITE LETTER TO DOMINIC ABOUT EQUIPMENT - w/ BATTS UPS', 12V, POWER CABLING MORE ANTENNAS (TRI BAND W/ DUPLEXER COMPUTER, PRINTER, LOTS OF PAPER, RIBBONS, PHONE LINES (ANALOG)

HEADPHONES, DISKS POWER STRIPS GROUND BUS EXTRA COAX WHITE BOARD

WANTS
PHONE LIST NOW!
BASIC MAP/LAYOUT

RON WB7AAE 708-6120 FAX FOR REVIEW COMM.

PAGER/CALL-OUT KB7VDI MARK N7OZI DICK

PROCEDURES - AEC & OL
DON N9JCS
ROSS N7NZJ
SID N7XNM

TRAINING - AEC & OL'S
SCOTT KB7WSB
DICK N7OZI

EQPT.
BOB KB7DVJ
STEVE K6SKS
STEVE N6QNJ

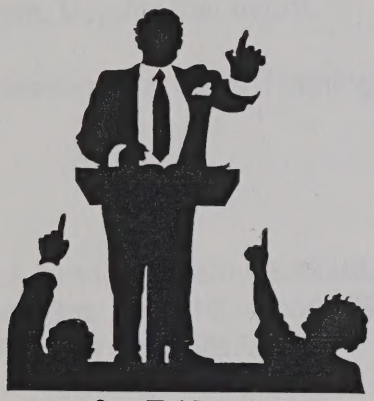
RADIO AMATEUR'S HANDBOOK
PACKET BOOKS,
RS-232 CABLES, RF ADAPTERS
COMPUTERS,
TNC ADAPTERS

Woodinville Fire and Life Safety District
19900 144 Ave. NE • Woodinville, WA 98072-8427 • Business Phone (206) 483-2131 • Fax (206) 486-0361

Amateur Radio Operator:

Your community needs you

Woodinville Fire & Life Safety District needs Hams as volunteer Emergency Communications Specialists to support radio communication operations in the event of a emergency or disaster.



A community meeting has been set up for Friday, July 29, 1994 and Monday, August 8, 1994 at 6:30 PM at the Fire Battalion Headquarters (19900 144th Ave N.E. in Woodinville) to discuss what help we can provide as Amateur Radio Operators. Please come and join us in supporting our community in its emergency communication needs! Talk in frequency will be 147.480MHz simplex.

Please call Dominic Marzano, Battalion Chief, Woodinville Fire & Life Safety at 483-2131 and let him know if you can make one of the above dates. That way we will know how many cookies to bring!

Northeast King County
A.R.E.S. Emergency Coordinator
Scott Key, N7GUZ
606 235th Ave. NE
Redmond, WA 98053
868-8535

Woodinville Fire & Life Safety District
Battalion Chief
Dominic Marzano
19900 144th Ave. N.E.
Woodinville, WA 98072-8427
483-2131

"COMMITMENT TO EXCELLENCE"

Woodinville Fire and Life Safety District
19900 144 Ave. NE • Woodinville, WA 98072-8427 • Business Phone (206) 483-2131 • Fax (206) 486-0361

To : WECT Members

From : Steve Baer, KC7FLP

Subject : June Meeting Notice

Our June meeting will be held on Monday June 26 from 1900-2100 at WFLSD HQ/Station 31 in the Training Room (usual place).

We will be discussing the plans for the 4th of July Fireworks Command Post/Communications that we'll be handling for the District, including the equipping of the WECT Comm. Van for this event.

We also will receive more Message Handling Training coordinated by Dave, AA7L.

Hope to see you there!!!!

Thanks to all who helped out during the rainy Eastside Disaster Expo at Lake Washington Tech. College on Sat. June 10 : Scott/KB7WSB, Steve/KB7ZDD, Brian/KE7WB, Dick/WA7PTT, and Ron/WB7AAE.

'73s de Steve KC7FLP

PS :To those inactive members; now is a good time to "come back and join us". As you can see, we are not just planning, but participating in some real activities!!! Please call me at 643-6036 or on the 147.34+ RPT.

DOMINIC V. MARZANO
WOODINVILLE FIRE & LIFE SAFETY DISTRICT

"COMMITMENT TO EXCELLENCE"

WOODINVILLE FIRE & LIFE SAFETY DISTRICT
EMERGENCY COMMUNICATIONS GROUP
19900 144 AVE NE WOODINVILLE, WA 98072

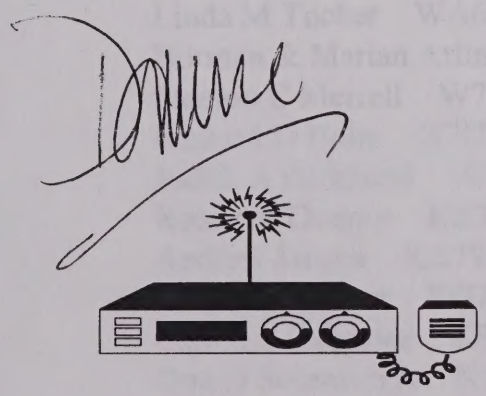
THERE WILL BE A SPECIAL MEETING OF THE COMMUNICATIONS TEAM ON APRIL 10, 1995. THE MEETING WILL BE AT STATION 31 AT 1900 HRS.

This will be an important meeting. We will have the chance to update you on several key issues including:

* Your participation in the 4/26 drill
* More messaging for practice on the nets
* Updates on the non-profit status
* Update on several other outstanding issues

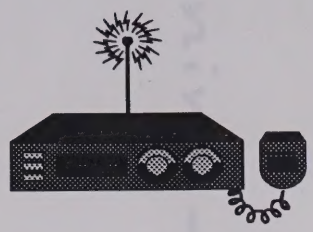
We would like to see as many members as possible in attendance.

Thank you and see you on the 10th.



REDUCE THE DOUBT -- BE PREPARED

WOODINVILLE FIRE & LIFE SAFETY DISTRICT



HAM OPERATOR DUTY ASSIGNMENT AND RESPONSIBILITY ROSTER

Ron Verschuyl WB7AAE
Assistant Emergency Coordinator

Mark Overby KB7VDJ
Operational Lead (31)

Les Tucker KG7XM
Operational Lead (35)

Operators

Donald J Schneider WA6GXB
Linda M Tucker WA6RGN
Norman & Marian Arlin KL7IA
Stanton C Merrell W7KYI
Richard D Holm N7OZI
Judith A Redmond N7TKD
Robert E Overby KB7VDJ
Andrew Jensen KB7WAX
Lester W Tucker KG7XM
Steven L Singhose KB7ZDD
Don D Sorenson Jr N9JCS
Ross Holly
Dick Reynolds WA7TTT
Steve Baer
Scott Mason KB7WSB

Alan S Chandler K6RFK
Ronald Verschuyl WB7AAE
Vern & Wendell R Miller N7IDY
David F Zehrung AA7L
Jeffrey W Levis KB7QYC
Mark A Overby KB7VDI
James R Hadlock K7WA
Robert L Crawford AA7XG
Sidney R Atwood N7XNM
Steven K Stroh N8GNJ
Ronald O'Neill
Doug Sanford N7DTR
Larry Joseph N7PYE
Colleen Currid N7LEX

HAM OPERATOR
DUTY ASSIGNMENT
AND
RESPONSIBILITY ROSTER

Ron Vereshagin WB7AAE
Assistant Emergency Coordinator

Mark Overby KB7VQ
Operational Lead (31)

Lia Thelen KB7VQ
Operational Lead (33)

Operators

Pamela J Schneider WA6GHB
Linda M Taylor WA6RCN
Thomas & Marian Aldin KI6JYA
Spencer C Mitchell WT6CYI
Richard D Holm N7OZI
Ralph A Redmond N7TKD
Walter E Overby KB7VDI
Andrew Jensen KB7WAX
Lester W Taylor N7TKM
Steven L Sanglese KB7ZOO
Don D Stevenson Jr W6ICS
Russ Holly
Dick Reynolds WA7FTT
Steve Bass
Sean Mason KD7WSR

Alan S Chandler KD6FK
Ronald Vereshagin WB7AAE
Van & Wendell R Miller N7IDY
David P Zehnder AA7L
Rodney M Lewis KB7YYC
Mark A Overby KB7VDI
James R Hallock K7WA
Robert L Crawford AA7KG
Sidney R Atwood N7KRM
Steven R Sturdi N6CNI
Ronald Cirelli
Doug Sealand N7DTR
Larry Joseph N7TYE
Colleen Carroll N7LEX

pager/call-out – Mark – Dick
KB7VDI N7OZI

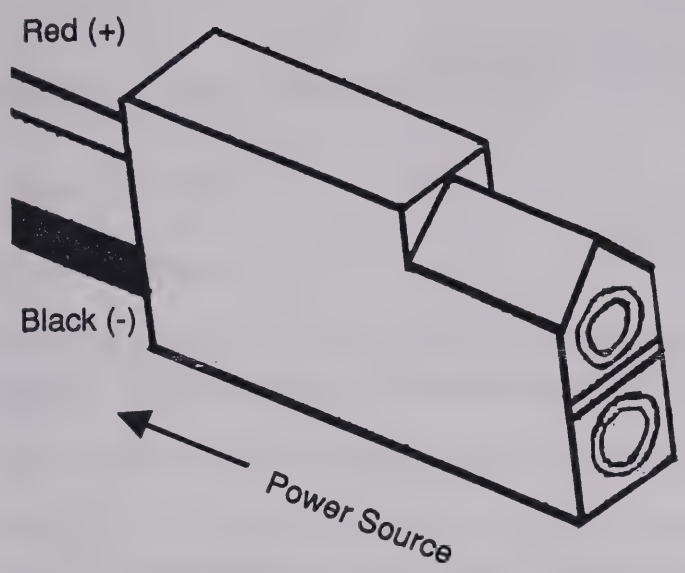
procedures – AEC & OL's
Don N9JCS
Ross N7NZJ
Sid N7XNM

RON
WB7AAE
FAX 788-6120
(FOR REVIEW COMM)

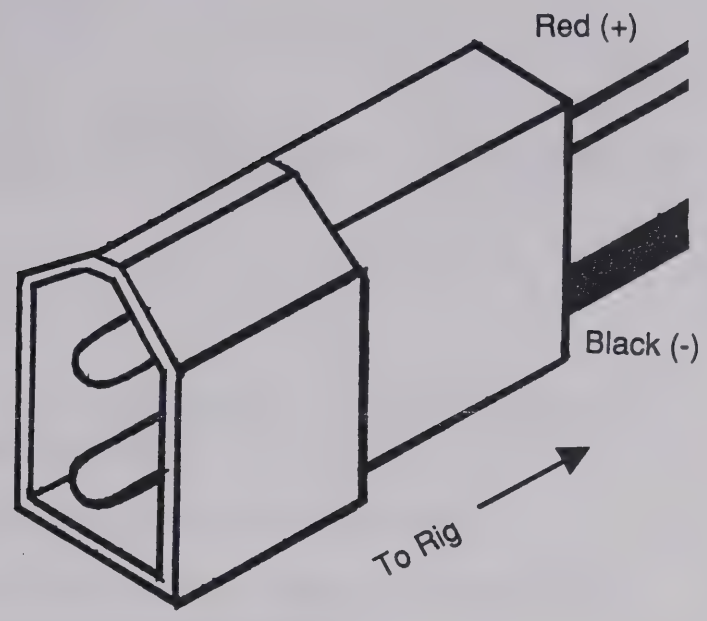
training – AEC & OL's
Scott KB7WSB
Dick N7OZI

Equipment – Bob KB7DVJ
Steve K6SKS
Steve N8GNJ

ARRL Field Services Department 12 V Connector Recommendation



Female Pins in Male Plug



Male Pins in Female Plug

MOLEX 1545 series connector Radio Shack part #274-222.

As a result of a study commissioned by the League's Volunteer Resources Committee in 1990, the Field Services Department is recommending the MOLEX Series 1545 connector for use in promoting compatibility and interchangeability among personal VHF/UHF radio equipment at disaster and public event sites. Polarity should always be verified prior to connecting radios and power supplies.

The 1545 connector is rated at 25 volts, 8 amps. Wire size requirement is #18 AWG or greater. An in-line fuse between the power source and first connector is recommended. The connector is available at Radio Shack stores, part #274-222.

Published in ARRL Field Forum, July 1991.

Woodinville Fire and Life Safety District
19900 144 Ave. NE • Woodinville, WA 98072-8427 • Business Phone (206) 483-2131 • Fax (206) 486-0361

August 9, 1994

To the Members,

We have taken some very positive and encouraging steps in the formation of our communications group. I hope that you are as excited about the progress as I am !!

Just to review where we are at, here are some of the items covered in our last meeting.

- ✔ We now have an Assistant Emergency Coordinator (AEC) and two Operational Leads (OL).
- ✔ Three committees are now formed -Procedures, Training, and Equipment.
- ✔ Our propagation study has been accomplished.
- ✔ We have begun the process of registering as members of ARES and as King County Emergency Workers.

These are some very encouraging advances. I am currently working on the pager alerting for the Coordinator and OLs'. Also, we are arranging for the photo ID cards and registration completion for the next meeting.

These items and the continued work on organizational concerns will give a full agenda for next meeting. Please do not forget to call the equipment committee with any ideas or donations for the station operator locations. This will greatly aid in the budget work that is now in progress.

I have included several handouts in this mailing. These are: the membership roster that was requested, a listing of the committee assignments, and standard for the power connection we will use.

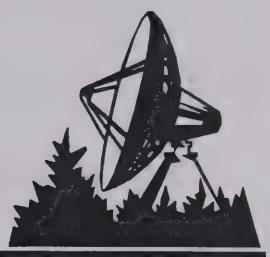
Hopefully, we will have our phone tree by the next meeting and we can also begin to fill out a training schedule.

So, until next meeting, September 26 at 6:30pm to be exact, take care and stay in touch.

Be Safe,

Dominic V. Marzano

WOODINVILLE FIRE & LIFE SAFETY DISTRICT
EMERGENCY COMMUNICATIONS GROUP
19900 144 AVE NE WOODINVILLE, WA 98072



I have included the minutes for the last meeting in this mailing. Please review them so that we can move the meeting forward quickly.

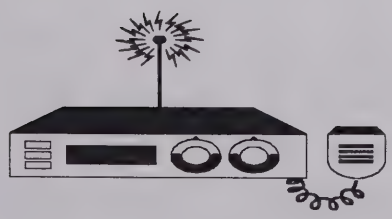
There will be several very important issues that will be discussed at the next meeting and these are mentioned in the minutes. Please be prepared to make some important decisions - we are moving forward!!

Hopefully there will be some further news on the April drill schedule. At the very least we can discuss the areas we would like to address for our own development, and plan the scenarios that will accomplish those goals.

I am very appreciative of the participation and hard work that is being accomplished by this group. We are fast becoming the premier organization in the county.

Keep up the good work and see you at the next meeting:

TIME: 1900 hrs
PLACE: Woodinville Fire - Headquarters
DATE: February 27, 1995



REDUCE THE DOUBT -- BE PREPARED

Minutes of Meeting
King County Amateur Radio Emergency Service (ARES)
Woodinville Fire & Life Safety District

January 23, 1995

The meeting was convened at Station 31 at 7:03 PM by Scott Baer, KC7FLP. Fifteen members were in attendance.

Scott introduced the van, and the need for fund-raising and volunteer assistance toward getting it operational. Primary goal should be to get donations of equipment and materials required to convert the medic-one configuration for communications support. The unit already has a generator, lights, HEAR radio, and storage cabinets; it drives well, and looks good also. It will be kept parked at Station 34.

WA7PTT suggested the group should quickly undertake to request donations of specific pieces of equipment from Woodinville-area service organizations, as was done a few years ago with the Medic-One van.

Pager operation was discussed. Problems with group call-out have been worked on. Ron, WB7AAE, suggested a few more digital information codes to identify other districts or stations affected by a page. The method discussed:

Digits 1 - 6 : 147340
Digit 7: Town/District (3 for WDV)
Digit 8: Check-in District (3)1, (3)5, or 8 for all
Digit 9: Severity/response code
1 = Real event
2 = Drill
3 = Net
9 = Test

For example, a page for Woodinville members of ARES to go to the net frequency would be: 147340383.

Steve Stroh, N8GNJ made a presentation on his packet relay station using TCP/IP. This station is located at Hollywood Hills, and has connection with the Internet. BBS for the Fire Support group is named "WOODFIRE". Steve handed out a very effective written summary of his presentation; anyone that was not present, and wanting a copy, may call Steve at 481-5735.

Dominic Marzano spoke to the group on procedural ideas; enabling smaller committees to accomplish specific tasks. The equipment committee should be the push group for the van project. The operations committee should organize a good mission statement for the van project, to be available as a basis for publicity. Information for requirements and training for van driver

authorization will be available at next month's meeting.

Information was given on the drill planned for Saturday, January 28. It is now necessary for Dominic to file with the County whenever we plan a drill; the training committee should notify him of any planned training event, well in advance.

There will be a state-wide drill on April 26-27, and we will be participating. The group will be expected to set up at both stations 31 and 35, and to staff the EOC.

Rick Hodges, KB7TBF, reported on Redmond's drill and development; hams are being mailed to in anticipation of an organizational meeting. The EOC room was used for the first time for a drill on January 17, and Ron(AAE) and Rick were invited.

The group adjourned to the parking area where the van was open for inspection. On return to the meeting room, a Van/Equipment comittee was formed, consisting of:

Steve, KB7ZDD
Dave, AA7L
Scott, KB7WSB
Sid, N7XNM
Larry, N7PYE
Steve, KC7FLP
Dick, WA7PTT

The committee will meet first on Wednesday, January 25, 7:00 PM, at station 34.

Dick Holm, N7OZI, will head up the financial aspect of the project.

The equipment comittee is expected to have an equipment list and installation concept for the next general meeting. The Operations committee is expected to have a mission statement, pictures, and brochure ideas ready for the next general meeting.

The next general meeting is scheduled for Monday, January 27, at 7:00 PM. A pager drill can be expected at 6:00 PM that evening.

Minutes submitted by Dave Zehrung, AA7L.

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Minutes of Van/Operations Committee Meeting, Wednesday, 2/1/95

A meeting of the combination of the equipment and operations committees was held at Station 34. Present were: KC7FLP, N7OZI, WA7PTT, KB7ZDD, N7NXM, KB7WSB, AA7L.

The committee discussed several factors of van operations, both as an auxiliary of District 36, or as an associated non-profit organization. N7OZI reported on three different tax classifica-

tions of non-profit status; it was recognized that the group must file with IRS in order for donations to be tax deductible.

Steve, KC7FLP, stated a desire to take the van along with much equipment he has to sell at the Mike & Key Puyallup Flea Market on March 10-11. Proceeds from those sales will help support hte van. Members are needed to help staff the table.

The committee voted to recommend to the WFARES group at large at the February 27 meeting, that a non-profit legal entuty be set up to obtain and own equipment and van to support the District. Names such as Woodinville Emergency Communications Group or Team were suggested. The structure of the group should permit it to support the district in emergencies, and also support Public Service activities.

Committee to meet again on Feb. 8. N7OZI will get more details re non-profit status; KC7FLP will obtain copies of other organizations' sample donation request letters.

****

Feb. 8 - Committee Meeting at Station 34:
Present: KC7FLP, N7OZI, KB7ZDD, N7NXM, KB7WSB, AA7L.

N7OXI reported on more requirements of non-profit corporation status.

Discussion centered on van insurance, identifying three options to be explored in the next week: 1) County-exempt licensing with contract with the group, 2) Insurance through District 36 with cost paid by groups funds, or;3) (least desireable) to obtain, a commercial insurance policy.

Desireable elements of a donations solicitation letter were also discussed.

The committee will prepare to present the following recommendations to the group at large on February 27, to make following decisions at that time:

- Confirm organization of non-profit corporation
- Elect board of directors
- Select Name
- Introduce logo subject and schedule for decision

Next Meeting February 15.

****

Feb. 18 - Committee Meeting at Station 34:
Present: KC7FLP, WB7AAE, KB7ZDD, N7OZI, N7NXM, KB7WSB, AA7L, Dominic Marzano.
(Following the previous meeting, an opportunity developed for

members of this committee to meet Feb.17 with representatives of the County Department of Emergency Management and the VECOF organization that operates the existing County ARES Van.)

Opening discussion centered on the possibility of becoming part of the VECOF operation and add the Woodinville van to the same kind of operation agreement as the existing county van. Other opinions were expressed that we could probably focus our efforts and financial resources more on the Woodinville issue by remaining a separate but similar entity. KC7FLP will have further discussions with the county and VECOF representation.

The next meeting will draw up points that should be included in an agreement with County/VECOF:

- First purpose of the van is to support WFLSD#36.
- Group can use for Public Service.
- County could draw on use of van outside of WDV, with group member involved.
- Provision for unilateral agreement termination and reversion of equipment title to the group.

Minutes by AA7L.

A Van for All Reasons

It seems fitting that the van featured in this story started life as part of the US Postal Service fleet. Today it is once again carrying messages—but now, they're electronic!

By Jeff Reinhardt, KM6II
5904 Lake Lindero Dr
Agoura Hills, CA 91301
Photos by the author

The DCS-22 van, an all-volunteer effort.

It was old and tired—retired from the US Postal Service. We'll never know how many holiday greetings, packages, from Grandma or copies of *QST* it carried before it was retired. But it found new life. Purchased by Bob Burns, N6ZH, as a "retirement project" when surplused out of government service in 1985, the 1975 Chevy Step Van began its conversion into a ham radio communication platform. Bob built cabinets (using wood from a movie studio's discarded packing crates), installed a dc power system, solar panels and a 4-kW Onan generator. He installed radios and some early packet radio computers. Under Bob's ownership, the van worked with the Los Angeles Police Department during the Pope's visit to Los Angeles, as well as many community events, several emergency activations and drills and Field Day!

When his wife's retirement in 1989 meant moving to Arizona, Bob sold the van to Terry Clark, WB6SUR, at a "sacrifice" price, mostly to see the unit remain in service to the community. Terry's stewardship was too brief; he died unexpectedly just after Field Day in 1991. While he owned the unit, Terry doted on it, maintaining the electrical and mechanical functions. Terry's untiring commitment to community service, through ham radio and other endeavors, was the recurrent theme at his memorial service.

A Tribute to Terry

The decision was made by Terry's widow, Shirley, N6TNB, and their son, Doug, KB6RVL, to see if the Los Angeles County Sheriff's Disaster Communications Service Unit (DCS-22), of which the family had been long-time members, would accept the van. The DCS-22 board met and accepted, with the van dedicated to Terry's memory.

The Lost Hills/Malibu DCS Unit had earlier formed a nonprofit corporation, DCS Ten Inc, to facilitate fund-raising. This corporate identity would allow the group to take ownership of the van and to raise funds for its reconstruction and upgrading.

Why a Van?

Why does DCS-22 need a van? Attached to the Los Angeles County Lost Hills Sheriff Station, DCS-22 volunteer communicators are among the busiest to be found. In the past two years, they have been activated for floods, fires (see February 1994 *QST*), earthquakes and landslides. Serving an area of over 100 square miles, DCS-22 volunteers also provide communication for foot races, concerts, walk-a-thons and more. The van can be used to set up a mobile command post with communication and power-generation facilities, on a moment's notice. The mobile unit is a good answer for the challenges posed by mountainous terrain, deployment to evacuation centers, overcoming the loss of repeaters or going to forward control bases to facilitate interagency communication, as the unit did during the Malibu fire in November 1993.

Obstacles

Corporate ownership of the van was both a blessing and a curse. The curse became apparent when it was time to register and insure the unit. In spite of our pleas that the vehicle would roll less than 1000 miles per year and be "garaged" at a sheriff's station, the lowest bid received on liability coverage was in the vicinity of $3000 per year! The thought of engaging in massive fund-raising each year, just to hand thousands over to an insurance company left most DCS Ten board members cold. The Sheriff's Department was then asked if they would accept the vehicle, as a gift. The response at the time was that they were not accepting gifts: Tight budgets have limited the county in its ability to provide maintenance on vehicles.

In desperation, a letter was sent to Los Angeles County Supervisor Ed Edelman, outlining the intended use of the van for community service. Breakthrough! Mr. Edelman broke the logjam. Los Angeles County officials found a way to assume the vehicle into its risk management (insurance) program, by leasing the vehicle from DCS Ten for $1 per year. DCS Ten would be responsible for building and maintaining the unit, but free from high insurance costs and able to devote its funds to the effort that lay ahead.

The "To-Do" Lists

Volunteers descended on the unit in April 1993. A mechanical evaluation brought forth a lengthy list of items that needed correction. And planners started on a list of items that would be useful to have.

Tasks were divided among facilitators, who would attempt to raise funds to fuel the project and acquire equipment; the mechanical team that would look after the running gear of the van; the electronics group that would design the layout and install the communications equipment; and the specialized skills units that included woodworkers and outside vendors.

Over the next nine months, the truck would be gutted of its old wiring, have some of its cabinetry removed and replaced, be brought into good running condition and have new equipment installed. All but the most specialized tasks (eg, wheel alignment) were done by DCS-22 volunteers.

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Volunteers descended on the unit in April 1993. A mechanical evaluation brought forth a lengthy list of items that needed correction. And planners started on a list of items that would be useful to have.

Tasks were divided among facilitators, who would attempt to raise funds to fuel the project and acquire equipment; the mechanical team that would look after the running gear of the van; the electronics group that would design the layout and install the communications equipment; and the specialized skills units that included woodworkers and outside vendors.

Over the next nine months, the truck would be gutted of its old wiring, have some of its cabinetry removed and replaced, be brought into good running condition and have new equipment installed. All but the most specialized tasks (eg, wheel alignment) were done by DCS-22 volunteers.

The audience at the DCS-22 van dedication ceremony.

The Mechanics

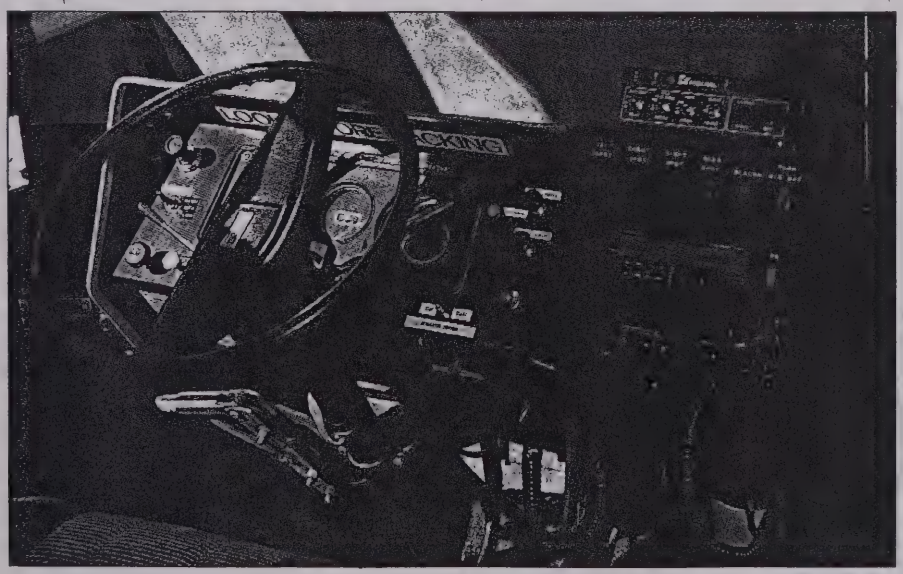
Rick Leyton, WB6WFH, and Lee Rosenfeld, KD6QND, are members of DCS-22 and also professional mechanics. They breathed new life into a tired engine, repaired fuel leaks, replaced brake linings and did away with nagging electrical problems. The van now ran well and was safe to drive.

Electronics

Power demands and power management were the initial focus of this group. Electrician Wally Foster, N6CDJ, and radio technician Frank Sain, KA6BPA, first had to make sense of what was already in the van and then decide whether it should be improved or eliminated. A decision was made to strip the old dc wiring and start from scratch with new, known wiring. The same held true for antennas and coax. It was also decided that all radio communication equipment installed in the truck would derive its power from 12 V dc. Given the potential operating environments, the truck could be in the field many days, sometimes where ac or the ability to refuel would be unavailable.

A meeting was held with Bob Williamson, a friend of DCS and a battery distributor. Bob recommended the use of 6-V golf cart batteries, with pairs in series, and those pairs then in parallel to meet the requirements on maximum current drain. The reasoning behind this was cost, ampere-hour capacity, the ability to withstand deep cycling and the ability to withstand high current charges. Three solar panels mounted on the roof of the truck would keep the batteries topped off. Per Bob's recommendation, six 105-Ah golf cart batteries provide the van's reserve. External ac power can be imported into the van. When needed, an on-board Astron RS-50M power supply can be used to augment or charge the batteries.

In their design work, Frank and Wally decided to use #8 petroleum-resistant stranded copper wire for the dc system. Conduit was installed to protect the wiring. All wires were labeled and a schematic of the distribution system was created.



The DCS-22 van driver's operating position (top to bottom): a public address amplifier, external lighting switches, Kenwood TM-641A and a Radio Shack CB radio. The Onan generator control is below and left of the ignition switch.

A Turnkey Operation

Several emergency communications designs were looked at but all had one flaw: Equipment was stored away and needed to be set up in order to be operational. To achieve quicker response times, a decision was made to permanently install the equipment in the van, connected to power and antennas, ready to go. This would end confusion about how to hook up equipment, avoid costly mistakes such as reversed polarities or connection to the "wrong" antenna, and relieve the fatigue on connectors. It also freed up space above the work areas for storage. The "park and play" philosophy was the guiding factor in further decisions such as equipment location, mounting and power distribution.

Functions

Using the established Los Angeles County DCS frequencies and functions as the basis for equipment acquisition, we needed to operate on 10, 6, 2 and 1.25 meters and 70 cm, with voice and packet radio. Add-ons that seemed logical included the lower HF bands, ATV, a CB radio and a scanner, and a standard TV set. An external public address system, an external landline telephone port and a cellular telephone were also included. One item we almost forgot was an AM-FM broadcast radio. In real emergencies, news updates from broadcast sources can be quite valuable. All this equipment would be accessible at five work stations inside the van.

The Antenna Farm

One sheriff's deputy who stopped to chat with the volunteers commented that the van had enough antennas to warrant a second look from a lovesick porcupine. Twenty-one sticks point skyward, with the potential for interstation interference problems no engineer would touch. The van is not completely free of interstation interference, but KA6BPA's antenna layout works well.

An extension ladder/tower can become a 40-foot tower in less than 10 minutes, complete with an electric rotator system. The "tower" slides to the rear of the van and pivots down into locking pins on the rear bumper. Flexibility is the byword for tower-mounted antennas. A discone can be sent aloft to use on several different bands, or for the scanner. A 440-MHz and/or 1.2-GHz beam can be set up for voice or ATV.

ATV

Remember the "park and play" rule? The same rule held for ATV. Rooftop ground-

plane antennas allow for ATV reception in "close-in" operations. The van can receive 420, 920 or 1240-MHz ATV signals. It can also transmit ATV on 420 MHz, through its rooftop ground-plane antenna or the beam. A coax switch allows for quick antenna changes. The van can originate ATV, receive ATV, store it on videotape and later retransmit the tape, or accept a VHS tape (such as that from a camcorder) and retransmit the video. The van designers saw these functions as being useful in showing station command real-time pictures during an emergency. The Lost Hills Sheriff Station sub-EOC can receive ATV on three bands and DCS-22 has an ATV repeater (420 MHz in, 1.2 GHz out) that can be field deployed very quickly.

HF

An ICOM IC-726 was secured for 160 to 6 meters. The matching ICOM external antenna tuner will tune our mobile-mounted 8-foot whip, which is easily removed and replaced with a random-length wire. Both 75 and 40 meters could prove critical in helping the van "leapfrog" a signal over the Santa Monica Mountains in the event the repeaters on those peaks go down.

Digital Modes

A 386 laptop computer (with 12-V adapter) was purchased and matched with a Kantronics KAM Multimode TNC. A Diconix printer (with dc feed stepped down to 9 V) provides quietly created hard copies of text. VHF packet is carried by a Kenwood TM-241A, and the ICOM HF rig doubles for digital uses. Calling CQ on PacTOR as a mobile unit caused a bit of a stir the first time we tried it! The 8-foot antenna worked just fine, even on 40 meters.

Nonradio Communication

Adding the telephone hookup port was a concession to existing parts; we never thought we'd use it. During the van's first activation at the Malibu Fire forward fire base, the very first thing connected to the truck was a landline, at the direction of fire command. As a result of that experience, we have since added a fax machine. Even when not connected to a landline, the fax unit functions well as a copy machine.

The Beast Finds Beauty

As a good community project gains momentum, you will find more people willing to help. DCS-22 member Steve Toth, WA6BPH, is an insurance adjuster. He introduced the project coordinator to a body shop that would paint the van for just the cost of the paint. It looked brand new! Lettering from a donor for the van identification showed that we were making progress.

Funding

DCS-22 volunteers accepted donations of old equipment, sold off some of the older items, solicited donations from service clubs, and even sold pens at community events to raise the thousands of dollars we needed. Rob Hanson, AA6BN, refurbished and sold many items at swap meets, raising thousands of dollars. One company could not donate cash, but sent us several obsolete computers—off they went to the swap meet! When purchases were made, several bids were solicited. Vendors were told about the van project and some helped with reduced prices. As they are besieged with numerous charitable requests, each having merit, the major equipment manufacturers are unable to supply efforts such as this with anything but modest discounts.

Granted, the vehicle was donated. But a recent estimate of our expenses has a state-of-the-art communications vehicle on the road for less than $15,000. Using an older or donated motor home as your base, you might be able to do it for less!

Operator Training

After having made a sizable investment of time and money in the unit, DCS-22 formed a van response team. This cadre of volunteers has been trained in properly operating the equipment aboard the van and participates in maintaining the vehicle and its many systems. Members must also attend a full day of driver training with Sheriff's Department instructors. A manual of operations was developed and the van carries a three-ring binder called "The Bible" that contains reference material on each of the van's devices.

Kudos

Many people had a hand in making the project happen. Special thanks go to Lost Hills Station Captain Don Mauro; Sgt Jon Burtt; Sgt Sam Olmstead, N5NEG (retired); Sgt Larry Bryant, N6YLA; Sgt Mile Borges and Reserve Captain Tom Fakehany, N6FDR.

Scores of DSC volunteers contributed time, material and dollars to the project, making it a true community effort. Bill Edler, WB6DLI is the DSC-22 district communications officer who leads the group. Brad Ormsby, WA6GLE, is the assistant DCO who helped with fund-raising among service clubs and Jeff Reinhardt, KM6II coordinated the van construction project. Bob Osborn, N6MSO, who lost his home in the Malibu fire, did the bookkeeping and wrote the checks.

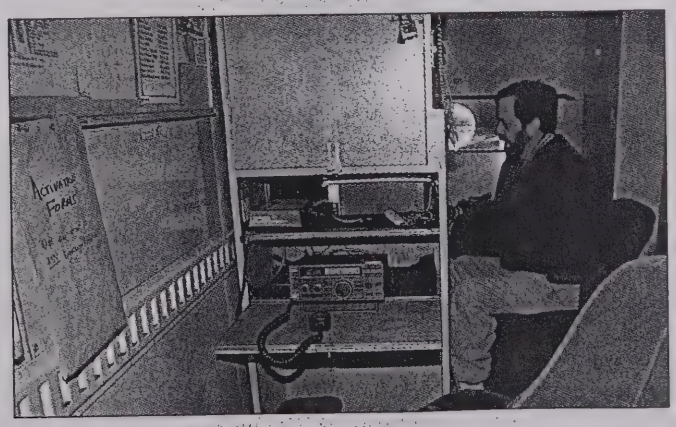
Is It Ever Finished?

No. We constantly think of ways to improve it. We train new members on how to use it. We must maintain the running gear and the electronics. But DCS-22 and the communities served by the Lost Hills station have a sense of added pride in a project that benefits all and has not cost Los Angeles County taxpayers any out-of-pocket dollars.

Epilogue

On Saturday, April 16, 1994, Sheriff Sherman Block came to the Lost Hills station to officially dedicate the van and place it in service. Over a hundred DCS members were present, as were officials from every city and town served by the Lost Hills station. Shirley Clark was present at the ceremony and said her late husband would approve wholeheartedly of the entire effort. Sheriff Block placed a plaque in the van that bears the names of those who made the project possible. At the very bottom an inscription reads, "In the spirit of remembrance of those who came before us and in the spirit of inspiration to those who come after." QST

The DCS-22 van in front of the Los Angeles County Sheriff's Lost Hills station.



The DCS-22 van's HF operating position. The passenger chair swivels, so the operator can use the radio or work the van's tech workbench (not visible). Wally Foster, N6CDJ, works the packet station in the background.

WOODINVILLE FIRE & LIFE SAFETY DISTRICT
EMERGENCY COMMUNICATIONS TEAM - WECT
19900 144 AVE NE WOODINVILLE, WA 98072

OUR NEXT MEETING ON MAY 22, 1995.
THE MEETING WILL BE AT STATION 31 MEETING ROOM
AT 1900 HRS.

So there is no question - I believe the Sound Shake '95 drill was a tremendous learning tool and as such a great success. **A big thank you and job well done to all who participated.**

This meeting will be a review of that drill and continued training in message handling.

As always, we would like to see as many members as possible in attendance.

Thank you and see you there.

REDUCE THE DOUBT -- BE PREPARED

SEND
SAM
TOM
DAVE

RECEIVED
DEM OFFICE
NOV 1 0 1994
Pierce County

STATE OF WASHINGTON

DEPARTMENT OF COMMUNITY, TRADE AND ECONOMIC DEVELOPMENT

Emergency Management
4317 6th Avenue SE • Post Office Box 48346 • Olympia, Washington 98504-8346
(206) 459-9191 • SCAN 585-9191

November 7, 1994

TO: See Distribution

FROM: Allan Josue

SUBJECT: Final Revision of State RACES Plan

Finally have it completed. The attached document is the final revision of the State RACES Plan as discussed during the October 12 meeting. The significant changes which were made include:

- Revising the make-up of each region, as discussed, similar to that of the Fire Mob regions

- Changing the designation of the networks

- Adding/clarifying the instructions in Annex C reference the requesting of additional amateur resources

The document will be published and distributed statewide no later than November 23, 1994. When distributed statewide, a letter will accompany the plan encouraging local jurisdictions to develop and/or enhance local plans accordingly and exercise as needed. Any future revisions will be made after we've had the opportunity to exercise the plan. The first major exercise to do this is the earthquake exercise scheduled for April 26 - 27, 1995.

If you have any questions and/or comments, please call me at (206) 923-4933. Again, thank you for your input and assistance in developing this plan.

Distribution:

Pierce County Emergency Management
King County Emergency Management
Kitsap County Emergency Management
Clark County Emergency Management
Spokane County Emergency Management
Yakima County Emergency Management
Snohomish County Emergency Management
Southwest Snohomish County Emergency Management
ARRL Region Director
ARES Western SEC

cc: Jimmie Hocutt
Frank Price

STATE OF WASHINGTON
RADIO AMATEUR CIVIL EMERGENCY SERVICES (RACES) PLAN

I. INTRODUCTION

A. RACES is a special part of the amateur operation sponsored by the Federal Emergency Management Agency (FEMA). RACES was primarily created to provide emergency communications for civil defense preparedness agencies and is governed in FCC Rules and Regulations, Part 97, Subpart E, Section 97.407. Today, as in the past, RACES is employed during a variety of emergency/disaster situations where normal governmental communications systems have sustained damage or when additional communications are required/desired. Situations that RACES can be used include: natural disasters, technological disasters, terrorist incidents, civil disorder, and nuclear/chemical incidents or attack.

B. RACES is an organization of dedicated licensed amateur radio volunteers who provide radio communications in support of state and local government agencies during times of an emergency/disaster. RACES provides essential communications and warning links to supplement state and local government assets during these emergencies/disasters.

C. The Amateur Radio Emergency Services (ARES) is the ARRL's public service arm for providing and supporting emergency communications, where needed, when an emergency/disaster strikes. For purposes within this plan, ARES organizations are identified as primarily providing support for non-government agencies during an emergency or disaster. ARES organizations/operators, during emergencies/disasters may be used if RACES resources are depleted or do not exist. If called upon to support government needs the ARES organization/operators will be considered as operating under RACES and will be registered as an emergency worker in accordance with RCW 38.52 and WAC 118.04.

D. It should be noted that RACES and ARES licensed operators can hold dual registration in RACES and ARES. Further, it is encouraged by the ARRL that licensed amateur radio operators be registered/certified as both and that cooperative efforts between RACES and ARES organizations be established and maintained.

II. PURPOSE

The purpose of this plan is to provide guidance, establish responsibility, and ensure coordinated operations between State of Washington government officials (state/local) and the RACES organizations during times when there are extraordinary threats to the safety of life and/or property. Maximum benefits from the RACES organizations can be obtained only through careful planning which identifies the organizations, agencies, and individuals concerned and assigns a definitive role to each. This plan enables agencies and organizations having emergency responsibilities to include the RACES organizations in local emergency plans and programs.

This plan, though issued separately, supports and complements Annex L, Appendix 4 of the state Comprehensive Emergency Management Plan.

III. SCOPE

The focus of this plan will address the responsibilities and procedures that the state Emergency Management Division, State RACES Officer, local emergency management offices, and local RACES Officers/organizations have for employing amateur radio during region or statewide emergencies/disasters in support of state government agencies and others. Possible missions will be identified for use of local RACES organizations in support of state government agencies/others located within a local jurisdiction. These missions should be included in local RACES operations plans.

IV. AUTHORITY

A. Federal Communications Commission Rules and Regulations, Part 97 subpart E, section 97.407 addresses RACES.

B. FEMA Civil Preparedness Guide (CPG) 1-15, dated March 1991, titled: Guidance for Radio Amateur Civil Emergency Service

V. ORGANIZATION

A. Per CPG 1-15, the state and local Emergency Management Directors (or designated representative) appoints, in writing, a reliable amateur radio operator to serve as the RACES Officer.

B. The RACES Officer serves as the liaison between the RACES organization and the emergency management director, recruits members for the organization, and develops plans for the employment of the organization in support of the government agencies which it serves.

C. The RACES organization primarily consists of volunteers who possess a valid FCC Amateur Radio Operator License. Additionally, RACES participants shall be registered as emergency workers with the state or local emergency management office they primarily support.

D. ARES organizations may serve as RACES organizations as long as the requirements identified in CPG 1-15 are met. All amateur radio organizations and/or individual operators within the state are encouraged to participate in the RACES program within respective jurisdictions.

VI. CONCEPT OF OPERATIONS

A. Should the need arise, the state's Assistant Director, Emergency Management Division, based on this plan, may request the use of available volunteer communications equipment and personnel.

B. The Assistant Director, through the Communications and Warning Program Manager, will contact the State RACES Officer and request that the RACES organization supporting the state Emergency Coordination Center (ECC) bring up communications links between needed locations.

C. Once contacted, the State RACES Officer will implement this plan in coordination with local RACES Officers. Amateur radio, through RACES organizations/operators, should be prepared to support the following tasks/missions at the state and local levels:

1. Back-up emergency direction and control communications between the state ECC and local government Emergency Operations Centers (EOC).

2. Back-up direction and control communications within local jurisdictions.

3. Warning communications between state and local government agencies.

4. Back-up emergency communications between a state agency headquarters and its respective district/region/area headquarters. Back-up emergency communications between district/region/area headquarters and field units where communications are limited or non-existent.

5. Communications between the state ECC, local EOC, and respective designated staging areas and base camps.

6. Back-up emergency communications between the state ECC, FEMA Regional Operations Center (ROC), and the FEMA Disaster Field Office (DFO).

7. Back-up emergency communications for federal agencies (i.e. US Forest Service, Department of Energy and others), as needed.

8. Communications and video (if available) support, as needed, for conduct of search and rescue operations, damage assessment, or other state and local government assigned tasks.

9. Emergency communications for shelters, emergency worker centers, sheriff and police departments, sheriff/police/fire dispatch centers, 9-1-1 centers, fire departments/districts, and other requirements designated by the local emergency management office.

D. When activated to conduct the above tasks/missions, RACES organizations/operators will be employed in the network levels depicted in Annex A, Network Levels.

E. Network and frequency assignments are identified at Annex A, Appendix 3, Network Assignment and Frequencies. Message traffic should be sent/received using the message form in Annex B, General Message Form.

F. Should additional amateur radio resources be needed for the above tasks/missions, requests for resources should be made through the State ECC per Annex C, Communications Resources and Personnel Order.

G. This plan recognizes that amateur radio, primarily through ARES organizations/operators, will continue to support requirements for American Red Cross, hospitals, the business community, other non-government agencies, and the general public. If needed, the State RACES Officer will coordinate with the ARES Section Emergency Coordinator (SEC) for employment of ARES organizations to support possible requirements identified above.

VII. RESPONSIBILITIES

A. Local Emergency Management/Services Organizations are responsible for:

1. Ensuring a RACES Officer is appointed.

2. Developing and implementing a RACES plan for the employment of amateur radio within the jurisdiction. The local RACES plan should complement the state plan. A local RACES plan is required in order to receive federal funding for local EOC RACES station equipment.

3. Maintaining, at the local EOC, a RACES radio station capable of communicating on appropriate and assigned amateur frequencies used within the state and local jurisdiction for emergency communications.

4. Being prepared to provide amateur radio communications to state, federal, and other organizations located within the jurisdiction.

B. Emergency Management Division, State RACES Officer shall be responsible for:

1. Maintaining and executing this plan as needed. Identifying and coordinating the operation of amateur networks to support the operational requirements identified above.

2. Identifying and designating a local jurisdiction to serve as the RACES Region Coordinator and Region Net Control Station/Alternate State NCS. Ensuring designated stations are prepared to assume role as the State NCS, when required.

3. Maintaining and operating the RACES radio station located in the state ECC. Ensuring that operators are trained and exercised on the equipment.

4. Coordinating with local RACES Officers and/or ARES SEC the use of local amateur operators and equipment in support of state government agencies, federal agencies, and others located within a local jurisdiction. ARES organizations which are employed to support above agencies will be considered as RACES.

Annexes:

A. Network Levels
B. Message Form
C. Requests for Resources

ANNEX A (NETWORK LEVELS) TO STATE RACES PLAN

I. PURPOSE

The purpose of this annex is to describe and provide guidance on the implementation of the state and local level networks using amateur radio.

II. NETWORK LEVELS

For purposes of network management and control, state and local network levels will be established, as needed, to ensure emergency back-up communications are planned/coordinated for and are available to support emergency/disaster operations of the state. Three network levels at both the state and local level have been identified and are defined below.

A. State Level

1. State Command 1 (CMD 1) - As depicted at Appendix 1 the CMD 1 network provides communications between the State ECC Net Control Station (NCS), the nine (9) Region NCS's, and County EOC's identified at Appendix 3.

2. State Command 2 (CMD 2) - As depicted at Appendix 1 the CMD 2 network provides emergency back-up communications between a state agency headquarters and their respective district/region offices.

3. State Command 3 (CMD 3) - As depicted at Appendix 1 the CMD 3 network provides emergency back-up communications between state agency district/region offices and their units/elements deployed in the field which are supporting the emergency/disaster.

B. Local Level

1. Local Operations 1 (OPS 1) - As depicted at Appendix 2 the OPS 1 network provides communications between the Region NCS and the county EOC's within respective regions.

2. Local Operations 2 (OPS 2) - As depicted at Appendix 2 the OPS 2 network provides emergency back-up communications between the county EOC, respective local jurisdictions (cities), and county agencies/districts/command posts (i.e. Sheriff, fire department/district, 9-1-1 Center, public works department, staging areas/base camps, incident command post, and other government offices).

3. Local Operations 3 (OPS 3) - As depicted at Appendix 2 the OPS 3 network provides emergency back-up communications between county agencies/districts/command posts and city EOC's and their respective units/elements that are in the field supporting emergency/disaster operations.

III. CONCEPT OF OPERATIONS

A. Upon activation of the State ECC RACES station, the CMD 1 nets to affected region(s) will be established.

B. The State ECC RACES Officer will coordinate with RACES Region Coordinators and/or local RACES officers and have established, the CMD 2 and 3 nets to support state agencies with emergency communications, as needed.

C. Region(s) NCS's will establish OPS 1 nets with affected counties and other government agencies, as needed.

D. County and City EOC's will establish respective OPS 2 and 3 nets, as needed.

IV. RESPONSIBILITIES

A. State Emergency Management Office

1. State RACES Officer

a. As directed, activate and supervise the operation of the RACES station at the state ECC which will serve as the Net Control Station (NCS) of the CMD nets as required.

b. Coordinate emergency communications for a state agency headquarters and ensure CMD 2 and 3 networks are activated as needed.

c. Coordinate requests from the regions/counties for amateur radio resources (operator/equipment) that may be needed to augment local operations.

2. State RACES Station

a. Serve as the NCS of CMD 1 nets on primary amateur frequencies listed in Appendix 3 and guard the primary Washington Emergency Net HF frequency.

b. Serve as the NCS of CMD 2 and 3 nets , as required.

c. Manage and control traffic in accordance with prescribed net control station procedures.

B. RACES Region - Designated County Emergency Management Office

1. Region Coordinator (County RACES Officer)

a. As directed, activate and supervise the operation of the RACES station at the county EOC which will serve as the Region Net Control Station (NCS) of the OPS 1 net as required.

b. Assist the State RACES Officer in identifying and establishing CMD 2 and 3 network stations located within the region.

c. Assist the State RACES Officer in identifying amateur resources within the region that may be needed to augment local operations.

2. Region Net Control Station (NCS)

a. Serve as Net Control Station (NCS) of the OPS 1 network. Assist in transmitting routine traffic as needed within the region and to the state. "Routine" traffic are those messages that are administrative in nature and/or do not require immediate response and action. Annex B, General Message Form defines a timeframe for processing routine traffic.

b. Monitor and serve as a relay on the state CMD 1 net for County EOC's which are not able to or are having difficulties in contacting the State ECC to pass "Priority" and "Immediate" traffic. "Priority" and "Immediate" traffic are those messages where lives are gravely impacted/endangered and a response is required immediately or within a timeframe to ensure that lives are no longer further endangered. Annex B, General Message Form defines a timeframe for processing priority and immediate traffic.

c. Identify and designate the primary and alternate frequencies (HF, 2-meter, other) to be used on respective OPS 1 network. Upon identification of frequencies, the Region NCS will provide assignment to the State RACES Officer.

d. Serve as Alternate NCS of the state CMD 1 network, when designated by the State RACES Station.

e. Manage and control traffic in accordance with prescribed net control station procedures.

C. County Emergency Management Office

1. RACES Radio Officer

a. As directed, activate and supervise the operation of the RACES station at the county EOC which will serve as the Net Control Station (NCS) of the OPS 2 nets as required.

b. Assist respective local jurisdictions and county agencies/districts/command posts in establishing OPS 3 networks.

c. Coordinate requests through the Region Coordinator to the State RACES Officer for amateur radio resources (operator/equipment) that may be needed to augment local operations.

2. County EOC RACES Station

a. Serve as Net Control Station (NCS) of the OPS 2 network.

b. Identify and designate the primary and alternate frequencies (HF, 2-meter, other) to be used on respective OPS 2 and 3 nets. Upon identification of frequencies, provide assignment to the State RACES Officer.

c. Manage and control traffic in accordance with prescribed net control station procedures.

V. COORDINATING INSTRUCTIONS

A. Network assignments and frequencies are at Appendix 3. Use of the HF frequencies by OPS 1 through OPS 3 networks within affected areas must be coordinated by respective net control stations.

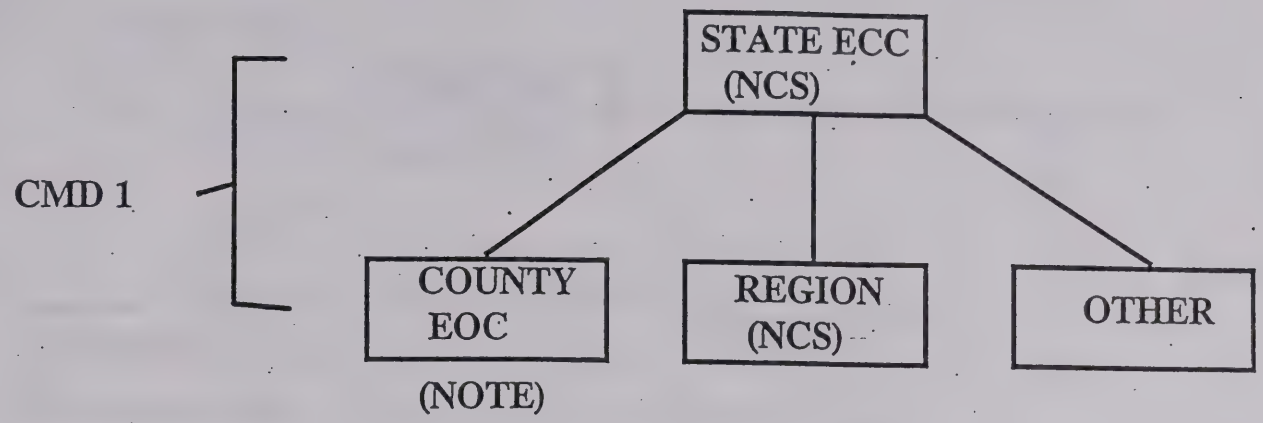
B. When transmitting/receiving traffic, stations should use the message form identified at Annex B. The form may be reproduced locally.

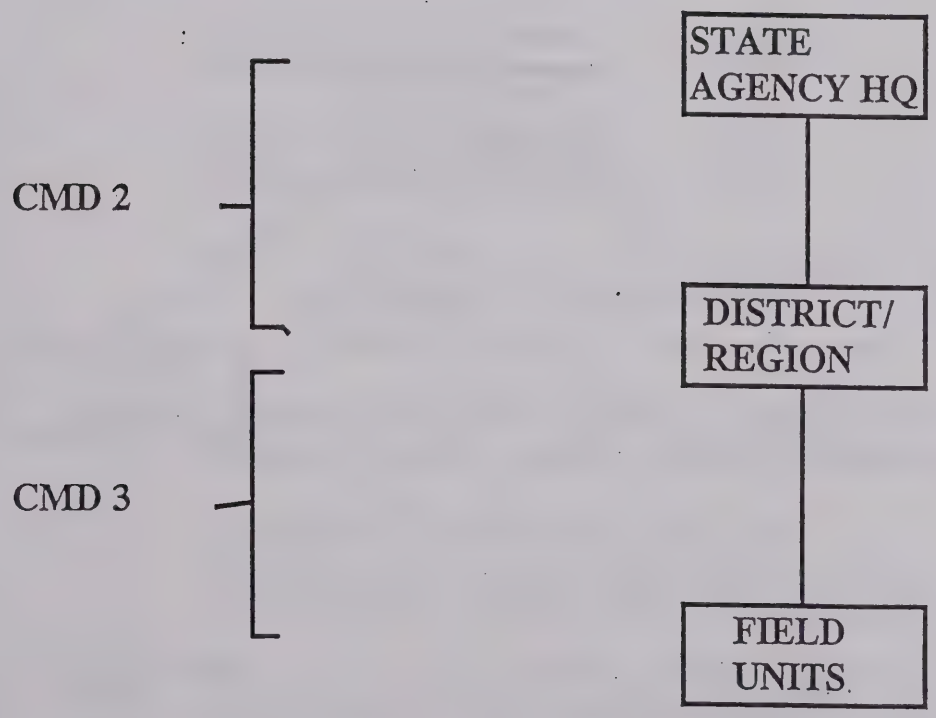
C. Requests for amateur radio resources (operators/equipment) to augment/supplement local resources should be submitted through the Region Coordinator to the State RACES Officer using the form at Annex C, Communications Resources and Personnel Order.

Appendices:

1 - State Level Networks (CMD 1 - 3)
2 - Local Level Networks (OPS 1 - 3)
3 - Network Assignments and Frequencies

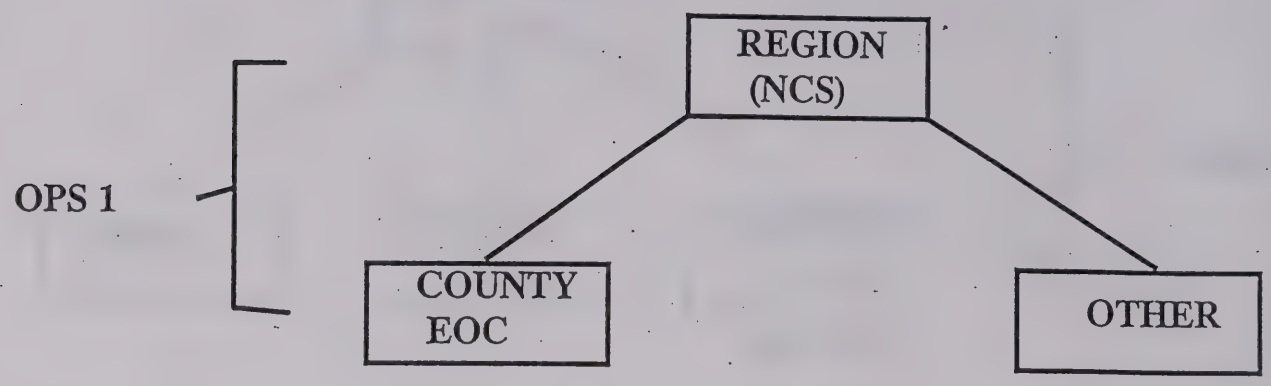
APPENDIX 1 - STATE LEVEL NETWORKS

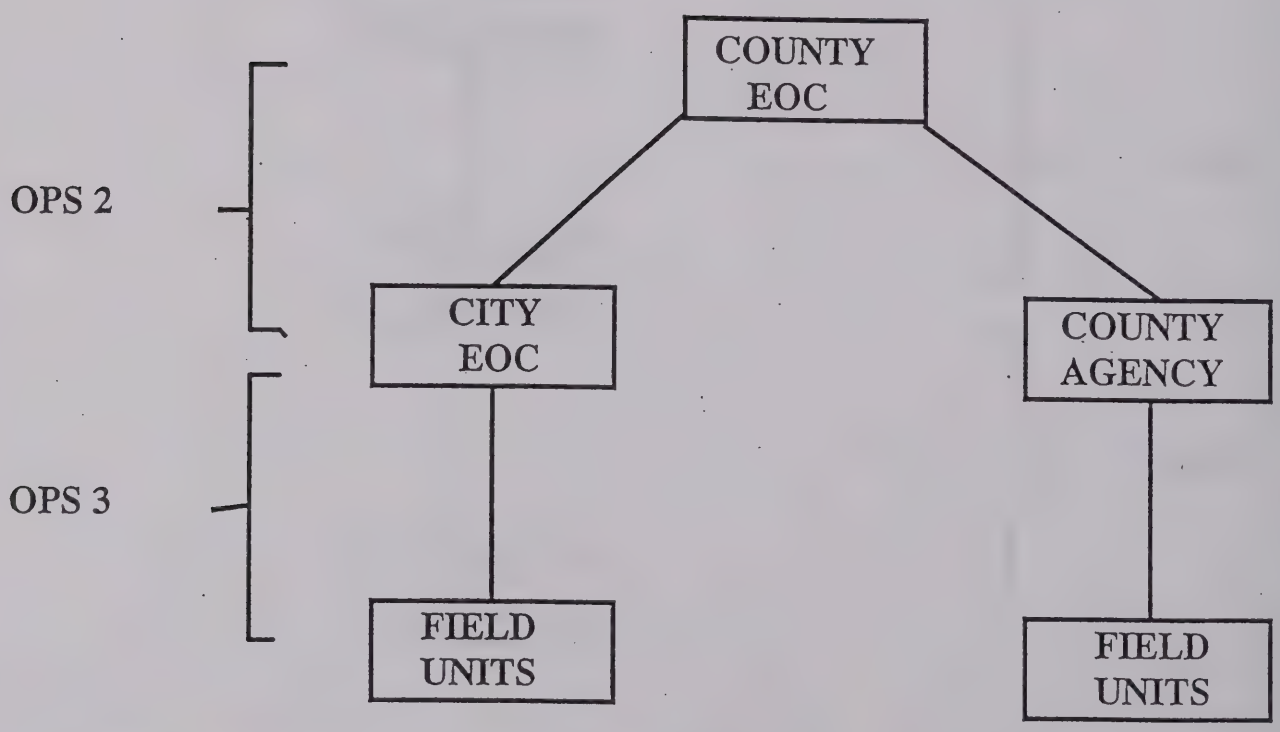




NOTE: COUNTY EOC ON CMD 1 TO PASS "PRIORITY" AND "IMMEDIATE" TRAFFIC.

APPENDIX 2 - LOCAL LEVEL NETWORKS





APPENDIX 3 (NETWORK ASSIGNMENT & FREQUENCIES) TO ANNEX A (NETWORK LEVELS) OF THE STATE OF WASHINGTON RACES PLAN

I. STATE LEVEL

A. Command 1 (CMD 1). The CMD 1 network will be comprised of the following stations:

State ECC (NCS)
Northwest Region (NCS) - Snohomish County EOC
South Puget Sound Region (NCS) - Pierce County EOC
Central Region (NCS) - Thurston County EOC
Olympic Region (NCS) - Clallam County EOC
Southwest Region (NCS) - Clark County EOC
Mid-Columbia Region (NCS) - Chelan County EOC
Lower Columbia Region (NCS) - Yakima County EOC
Southeast Region (NCS) - Benton County EOC
Eastern Region (NCS) - Spokane County EOC
County EOC's (note)

Primary Daytime Frequency:	3.987 mhz
Alternate Daytime Frequency:	7.245 mhz
Primary Nighttime Frequency:	(TBD)
Alternate Nighttime Frequency:	(TBD)

Note: County EOC's, when feasible, should pass "Priority" and "Immediate" traffic directly to the State ECC (NCS) on the primary or alternate designated frequency.

B. Command 2 and 3 (CMD 2/CMD 3). CMD 2 and 3 networks will be comprised of stations identified to provide support to the following:

State Agency Headquarters (NCS for CMD 2)
State Agency District/Region Office (NCS for CMD 3)
State Agency District/Region field units/command posts

HF frequency to use on CMD 2 and 3 networks will be assigned from the list of frequencies at Paragraph III. The State ECC NCS and appropriate Region NCS will serve as NCS of CMD 2 and 3 networks, if needed.

II. LOCAL LEVEL

A. Operations 1 (OPS 1). OPS 1 networks will be comprised of the following stations within the region:

1. Northwest Region

   Snohomish County EOC (Region NCS)
   Whatcom County EOC
   San Juan County EOC
   Skagit County EOC
   Island County EOC
   Southwest Snohomish County EOC

2. South Puget Sound Region

   Pierce County EOC (Region NCS)
   King County EOC
   Kitsap County EOC
   Mason County EOC

3. Central Region

   Thurston County EOC (Region NCS)
   Lewis County EOC
   Grays Harbor County EOC
   Pacific County EOC

4. Olympic Region

   Clallam County EOC (Region NCS)
   Jefferson County EOC

5. Southwest Region

   Clark County EOC (Region NCS)
   Cowlitz County EOC
   Skamania County EOC
   Wahkiakum County EOC

6. Mid-Columbia Region

Chelan County EOC (Region NCS)
Okanagon County EOC
Douglas County EOC
Grant County EOC
Adams County EOC

7. Lower Columbia Region

Yakima County EOC (Region NCS)
Kittitas County EOC
Klickitat County EOC

8. Southeast Region

Benton County EOC (Region NCS)
Franklin County EOC
Walla Walla County EOC
Columbia County EOC
Garfield County EOC
Asotin County EOC

9. Eastern Region

Spokane County EOC (Region NCS)
Ferry County EOC
Stevens County EOC
Pend Orielle County EOC
Lincoln :County EOC
Whitman County EOC

10. Where needed, other government agencies will receive support from the region they are located in.

B. Operations 2 & 3 (OPS 2/OPS 3). OPS 2 and 3 networks will be comprised of the following stations within respective counties and cities:

OPS 2: County EOC (NCS)
City EOC
County Department/Districts/Command Posts

OPS 3: City EOC and/or County Department/District/Command Post (NCS)
Deployed field units/elements

III. FREQUENCY ASSIGNMENT

The State, Region, and/or County Net Control Stations may operate the networks previously discussed using any frequency within the amateur spectrum taking into consideration the capabilities of the stations within respective nets. The State ECC RACES station will operate on frequencies assigned in subparagraph A and use other frequencies as needed.

A. State ECC - CMD 1net (NCS: KD7AC)

HF

3.987 mhz	Primary Washington Emergency Net frequency
7.245 mhz	Alternate Washington Emergency Net frequency
(TBD)	Primary/Alternate Night time Frequencies

2-meter

147.36 mhz	Primary 2-meter frequency - Olympia repeater
145.47 mhz	Olympia repeater
146.80 mhz	Olympia repeater
145.15 mhz	Olympia repeater
147.06 mhz	Baw Faw Mountain repeater

2-meter PACKET

145.07 mhz Oly Node (Callsign: KD7AC-8)

B. Per FCC Part 97, Subpart E, section 97.407, use of frequency bands and segments and emissions authorized for the amateur service are available on a shared basis to stations in RACES. In the event of a national crisis and the invocation of the President's War Powers, the frequencies listed below are designated for RACES, and only those stations participating in RACES are authorized to use them. Use of these and other amateur service frequencies should be coordinated with the State and/or County RACES Officers. These may be assigned and used on State and Local Level RACES nets.

1.

1800 - 1825 khz	14.047 - 14.053 mhz	28.55 - 28.75 mhz
1975 - 2000 khz	14.22 - 14.23 mhz	29.237 - 29.273 mhz
3.50 - 3.55 mhz	14.331 - 14.350 mhz	29.45 - 29.65 mhz
3.93 - 3.98 mhz	21.047 - 21.053 mhz	50.35 - 50.75 mhz
3.984 - 4.000 mhz	21.228 - 21.267 mhz	52 - 54 mhz
7.079 - 7.125 mhz	144.50 - 145.71 mhz	
7.245 - 7.255 mhz	146 - 148 mhz	
10.10 - 10.15 mhz	2390 - 2450 mhz segments	

2. 1.25 meter band
   70 cm band
   23 cm band

3. Channels at 3.997 mhz and 53.30 mhz may be used in emergency areas when required to make initial contact with a military unit and for communications with military stations on matters requiring coordination.

C. Use of frequencies should be coordinated with the County RACES Officer in which assigned or operating in.

ANNEX B (GENERAL MESSAGE FORM) TO STATE RACES PLAN

I. PURPOSE

The purpose of this annex is to identify and establish guidance for use of the general message form when transmitting and receiving message traffic between the State ECC NCS, Region NCS, and County EOC NCS.

II. USE OF THE MESSAGE FORM

A. The attached message form should be used by stations on State Command 1 to 3 networks (CMD 1/CMD 2/CMD 3) and the Local Operations 1 (OPS 1) network for passing of voice message traffic. If capability exists, the message form should be used via PACKET as well. Attached form may be locally reproduced.

B. To ensure messages are handled in an efficient manner, three levels of precedence have been established. The general criteria for choosing the appropriate precedence is explained in the instructions for the form. Message drafters are responsible for choosing the appropriate precedence. The precedence levels are:

IMMEDIATE (I): Message concerns a situation where lives are endangered or gravely impacted and immediate action/response is required. Action/response should occur within 30 minutes to one (1) hour "after receipt" of message. **Immediate messages will be transmitted ahead of any priority or routine messages.**

PRIORITY (P): Message concerns a situation where a timely operational response is required that would ensure that lives are not further endangered. Action/response should occur within four (4) to six (6) hours "after receipt" of message. **Priority messages will be transmitted ahead of any routine messages.**

ROUTINE (R): Message(s) that reflect routine data reference operational, logistical, and administrative concerns. Action/response should occur within twelve (12) to (18) hours.

C. An IMMEDIATE precedence message must be approved and initialed by responsible authority (i.e. EOC Supervisor, elected official or desiginated representive) prior to transmission of message.

D. PRIORITY and IMMEDIATE messages should not exceed the maximum of 10 lines, 5 words per line, of uppercase 10-point typed letters. If handwritten, uppercase block lettering will be printed.

GENERAL MESSAGE FORM

(Instructions are on reverse side)

(LINE 1) PRECEDENCE: (CHECK ONE) ____ Routine ____ Priority ____ Immediate (approved by responsible authority)

(LINE 2) MSG. NO.: _____ (LINE 3) DATE: _____ (LINE 4) TIME: _____

(LINE 5) TO: _____

(LINE 6) INFO: _____

(LINE 7) FROM: _____

(LINE 8) SUBJECT: _____

(LINE 9) TEXT (10 LINES MAX - 5 WORDS/LINE (UPPERCASE TYPED) OR HANDWRITTEN BLOCK LETTERS):

(9A) _____ _____ _____ _____ _____

(9B) _____ _____ _____ _____ _____

(9C) _____ _____ _____ _____ _____

(9D) _____ _____ _____ _____ _____

(9E) _____ _____ _____ _____ _____

(9F) _____ _____ _____ _____ _____

(9G) _____ _____ _____ _____ _____

(9H) _____ _____ _____ _____ _____

(9I) _____ _____ _____ _____ _____

(9J) _____ _____ _____ _____ _____

(LINE 10) PAGE ____ OF ____ PAGES

========== COMMUNICATIONS CENTER==========

SEND (INITIALS): _____ TIME SENT: _____ RECEIVE (INITIALS): _____ TIME RCV: _____

RELAYED THRU: _____

CHECK METHOD USED:

CEMNET ____ RACES ____

FAX ____ STARC ____

OPSECURE ____ FNARS ____

ACCESS ____ OTHER ____

Washington State Use Only		
Emergency Coordination Center		
FUNCTION	ACTION	INFO
Executive		
ECC Supervisor		
Public Information		
Operations		
Plans		
Administration		
Logistics		
Duty Officer		

EM 11-94

INSTRUCTIONS FOR COMPLETION/USE OF FORM

1. LINE 1

Line 1, "PRECEDENCE", should indicate the appropriate level for handling the transmission/receipt of the message. Precedences used and criteria are:

IMMEDIATE (I): Message concerns a situation where lives are endangered/ gravely impacted and immediate action/response is required. Message will be approved and initialed by the emergency management director and/or appropriate elected official at the local level and by the state ECC Supervisor and/or Disaster Manager at the state level. Action/response should occur within 30 minutes to one (1) hour after "receipt" of message. IMMEDIATE messages should be transmitted ahead of any priority or routine messages.

PRIORITY (P): Message concerns a situation where a timely operational response is required that would ensure that lives are not further endangered. Action/response should occur within four (4) to six (6) hours after "receipt" of message. PRIORITY messages should be transmitted ahead of any routine messages.

ROUTINE (R): Message(s) that reflect routine data reference operational, logistical, and administrative concerns. Examples: periodic situation updates, requests for routine information or services needed to sustain support of operations. Action/response should occur within twelve (12) to eighteen (18) hours.

Note: Abuse of precedence levels could impede response, as messages received at the state ECC will be handled within each precedent according to the time of receipt. Use the highest precedences, IMMEDIATE and PRIORITY, when appropriate.

2. LINE 2

Line 2, "MSG. NO.", should reflect the message number assigned by the "FROM" addressee and/or supporting communications/message center for "each" message prepared/transmitted. No two messages will have the same message number.

3. LINE 3

Line 3, "DATE", should reflect the date the message was prepared by originator, expressed as year/month/day (i.e. 941101)

4. LINE 4

Line 4, "TIME", should reflect the time the message was prepared by originator, expressed in international 24-hour local time (i.e. 1400 hrs).

5. LINE 5

Line 5, "TO" address, should be the agency(s) that is/are to receive message. When addressing "TO" the state ECC indicate, if known, which agency should take action/respond to message (i.e. STATE ECC TRANS, STATE ECC WSP, STATE ECC MIL, etc.). If specific agency is unknown, address message to appropriate functional staff (i.e. STATE ECC OPS, STATE ECC PLNS, STATE ECC LOG, STATE ECC ADMIN, STATE ECC SUPERVISOR).

6. LINE 6

Line 6, "INFO" address, should be any agency you desire to be informed of message/action.

7. LINE 7

Line 7, "FROM" address, should be the agency that originates the message and who desires a response or acknowledgement of message.

8. LINE 8

Line 8, "SUBJECT" should be the general subject of the message (i.e. Medical Request, Request for Assistance, Situation Update, etc.)

9. LINE 9

A. Line 9, "TEXT", is the message content. For high precedence messages, to be transmitted via radio, messages should be concise, brief, and printed in uppercase block letters, or 69 characters per line - typed uppercase letters. 10 lines maximum.

B. When using this form for exercises, line 9A should state the following: "THIS IS AN EXERCISE MESSAGE".

C. If using as a fax cover sheet, for a multi-page document, indicate in the text area the number of pages to follow.

10. LINE 10: Indicate page number and number of pages of the message.

11. COMMUNICATIONS CENTER SECTION

A. Operator sending and/or receiving should initial and indicate the time messages are sent/received .

B. The operator who transmits/receives a message should indicate the method used.

CEMNET:	EMD's VHF Low Band radio system
RACES:	Amateur radio provided to state/local government
STARC:	Military Department's HF State Area Command net
OPSECURE:	EMD's HF Operations, State Emergency Communications Using Radio Effectively radio system
FNARS:	Federal National Radio System (HF)
ACCESS:	A Centralized Computer Enforcement Service System (WSP teletype)
FAX:	Facsimile

ANNEX C (REQUESTS FOR AMATEUR RESOURCES) TO STATE RACES PLAN

I. PURPOSE

The purpose of this annex is to establish the procedures for requesting additional amateur radio operator/equipment support.

II. PROCEDURES FOR SUBMITTING REQUESTS

A. Requesting Official/Agency.

1. The requesting official/agency is the local Emergency Management Director and/or appointed RACES Radio Officer. Prior to submitting requests, the following criteria must be met:

   a. All licensed/trained amateur radio operators and equipment resources within the county/city have been or will be exhausted.

   b. Any mutual agreements with neighboring jurisdictions or support from within the region has or will be exhausted/depleted.

   c. Has obtained concurrence from the RACES Region Coordinator (indicated in Annex A to this plan) that region resources are nearly or completely exhausted and resources from outside the region are needed.

   d. Ensure that a mission number has been assigned to the event that support is being requested for.

2. Prepare the Communications Resources and Personnel Order form identified in this annex. Instructions for filling out the form are provided on the back of the form. The form can be reproduced locally.

3. Submit request to the designated RACES Region Coordinator.

4. Be prepared to accept personnel/equipment requested upon approval of request. Lodging and meals must be provided by requesting jurisdiction.

B. RACES Region Coordinator

1. The RACES Region Coordinator is the County Emergency Management Director and/or RACES Radio Officer of the county designated below and identified previously in Annex A.

Northwest Region - Snohomish County
South Puget Sound Region - Pierce County
Central Region - Thurston County
Olympic Region - Clallam County
Southwest Region - Clark County
Mid-Columbia Region - Chelan County
Lower Columbia Region - Yakima County
Southeast Region - Benton County
Eastern Region - Spokane County

2. Upon obtaining request form, submit request to the state Emergency Management Office, State RACES Radio Officer.

3. Upon approval from the State RACES Officer and resources are made available, notify the requesting official and be prepared to assist as needed.

C. State RACES Radio Officer

1. Upon receipt of request, the State RACES Radio Officer will review the requirements and contact other region coordinators to determine availability of resources being requested.

2. Upon identification of resources, a RACES resource number will be assigned which will be used to track the resource while used. A resource number will assigned to each individual and/or piece of equipment being used.

3. The Region Coordinator will be notified of approval and information will be provided concerning the request.

D. Providing Agency

1. The agency being requested to provide the resources will identify and determine availability of resources.

2. If resources are available, the providing agency must ensure that operators are licensed to meet the need, personnel are registered as emergency workers, and equipment is fully operational.

3. Provide the names of any personnel being used to the State RACES Radio Officer.

4. Provide an estimated time that personnel/equipment will arrive on site. Ensure that personnel are told to report to the EOC of the requesting jurisdiction.

COMMUNICATIONS RESOURCES AND PERSONNEL ORDER

A. INFORMATION FROM REQUESTING AGENCY:

1. DATE/TIME _____/_____

2. EMD MISSION NO. _____

3. AGENCY, AGENCY CONTACT, and TELEPHONE NO.

_____

_____

4. WHAT (Type of personnel and/or equipment) IS REQUIRED?

_____

_____

_____

5. WHEN? _____ UNTIL: _____

6. WHERE? _____

_____

7. REPORT TO : _____
(Name/Title)

8. TASK/MISSION:

_____

FREQUENCIES: _____

TAC CALLSIGNS: _____

B. INFORMATION FROM AGENCY PROVIDING RESOURCE

WHO SENT (Name/Callsign) Agency Registered With

_____

_____

_____

_____

_____

C. ORDER PREPARED BY: _____

Title: _____ Signature: _____

INSTRUCTIONS FOR COMPLETING THIS FORM

A. INFORMATION FROM REQUESTING AGENCY

1. DATE/TIME: 08/23/94 0800 (24-hour time)

2. EMD MISSION NO.: Indicate the Mission Number assigned by the State Duty Officer or the Emergency Coordination Center. A mission number must be assigned when considering the use of volunteers such as amateur radio operators.

3. AGENCY, AGENCY CONTACT, AND PHONE NUMBER: County, John Doe, (206) xxx-xxxx

4. WHAT (type of personnel/equipment) IS REQUIRED:

   Identify equipment needed, number of personnel needed, license required, etc.

5. WHEN: Provide date needed. UNTIL: Indicate date when requirement no longer needed.

6. WHERE: Indicate where resource is to go to and report.

7. REPORT TO: Provide name of individual to report to upon arrival. Should be local EOC.

8. TASK/MISSION: Define what the operators and/or equipment will be used for or what they will be doing to support operation.

   FREQUENCIES: Indicate frequencies that will be used in support of the mission.

   TAC CALLSIGNS: Indicate any "tactical" callsigns that will be used.

B. INFORMATION FROM AGENCY PROVIDING RESOURCE

   WHO SENT? List of personnel being provided. Personnel identified must be registered with the state or local emergency management office as an Emergency Worker - Communications.

C. ORDER PREPARED BY: Name of individual who prepared this order and signature.

EMERGENCY COMMUNICATIONS GROUP

Woodinville Fire & Life Safety District

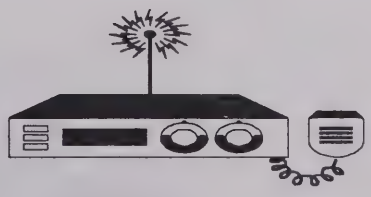
Agenda items - January 23, 1995 Regular Meeting

- Approve minutes

- January 28, 1995 exercise
- Training verification
- Joint projects with the Redmond group
- Comm-van considerations
- Committee work -- Operations - Training - Equipment (Comm-van)
- April state wide drill participation

- Steve Baer - report form California

CORPORATE SPONSORSHIPS
AEA?
ICOM?
MICROSOFT (CASH)



REDUCE THE DOUBT -- BE PREPARED

November 3, 1994

Dominic Marzano, Battalion Chief
Woodinville Fire & Life Safety District
19900 144th Ave. NE
Woodinville, WA 98072

Chief Marzano :

I wish to personally commend the following individuals for their dedication and teamwork in assisting me with the packaging and storage preparation of the large quantity of Commercial 2-Way Radio Equipment which I will be donating to the District & KCARES.

Ron Verschuyl - WB7AAR
Robert Overby - KB7VDJ
Dick Reynolds - WA7PTT
Steven Singhose - KB7ZDD
Larry Joseph - N7PYE

These team members gave up several hours of their time last Saturday October 29 in our first real "team-building" exercise. This fine example of "esprit-de-corps" should make all of our members feel that we will truly become a model ARES organization.

Another fine example of going beyond the call of duty; Richard Holm, N7OZI, is donating space at his place of business for the commercial equipment to be stored. Several of the above named members will also be assisting me in transporting the donated equipment to Richard's business this Friday Nomber 4. A non-ham, John Marx of HOMEPRO, is donating the use of his commercial utility trailer to help us move the equipment in just one load!!

Last but not least, I am looking forward to working with the members of our group and the local business community in retrofitting a retired aide-car we plan on using for a state-of-the-art Communications Van. This project should involve as many ARES members as possible, and will certainly be our "pride and joy" when it is completed sometime early next year.

Thank you again for both your support and Chief Davis's support.

Sincerely,

Steven D. Baer - KC7FLP
Chairman, Equipment Committee

Steve Baer

Woodinville Fire and Life Safety District
19900 144 Ave. NE • Woodinville, WA 98072-8427 • Business Phone (206) 483-2131 • Fax (206) 486-0361

November 2, 1994

To The Members,

Enclosed are minutes from our 10/24/94 meeting. Please review for the next meeting in case there are any changes or corrections.

Speaking of the next meeting. ***THERE HAS BEEN A CHANGE !!!***

The next meeting will be on NOVEMBER 29, 1994 at 1900 hrs. (7:00 pm). The meeting will be in the normal location at station 31.

This meeting will be another training session. The training will be conducted by Gene Underwood and Jim Horn. The session will be a viewing and explanation of the County ARES Comm Van. The van will be very similar to the comm van we will be outfitting for our group. The ARES van will be here (its availability is the reason for the date change) for your personal scrutiny.

A big thank you goes out to all of the members that helped Steve Baer with the equipment packaging on Saturday 10/29/94. Hopefully the District will be able to accommodate some storage in the near future.

Sadly I must say that the November drill does not look good. It is now moved into December and if there is anything further, I will let you know.

REDUCE THE DOUBT -- BE PREPARED

"COMMITMENT TO EXCELLENCE"

We are moving forward and being noticed by numerous other agencies. Our Comm Van will be the talk of the town and a much needed resource for our community.

Keep up the good work !!

Yours in Safety,

Dominic V. Marzano

encl: minutes 10/24/94

REDUCE THE DOUBT -- BE PREPARED

Minutes of Meeting
King County Amateur Radio Emergency Service (ARES)
Woodinville Fire & Life Safety District

October 24, 1994

The meeting was convened at Station 31 at 7:05 PM by Ron Verschuyl, WB7AAE, with fourteen members in attendance.

There was a discussion of the weekly nets. It was decided to keep the schedule as is. (8:00 PM Mondays, (when no meeting); (147.34 Repeater)

Ron asked for input on training subjects and also on the draft of the Disaster Augmentation Plan.

Dick Holm, N7OZI, reported on the pager evaluation project. Final evaluation was between TelePage and PageNet, with the latter being the concensus of best plan. It will $5.95 per month, for 400 messages with coverage from Bellingham to Medford, and Eastern WA and OR. Dick will have PageNet rep come to next meeting.

Steve Baer, KC7FLP, reported for the Equipment Committee. They have obtained 10 diode-matrix tuned HT's, and are entertaining the possibility of obtaining a used ambulance from FD10 for use as a Comm Van for this district. Completion of a van would require fund raising activity. Steve can start a fund drive by cleaning out his garage (group activity for Sat Oct 29, 9:00 AM - address 14271 131 AV NE). Items rescued from garage will be taken to the Bellingham Swap Meet on November 5.

Mark Overby, KB7VDI, reported on the possibility of getting used 386 computers for packet. He will get appropriate information to Dominic for the request letters needed.

Dominic reports it is important for us to have a Phone Callout Tree ready for a drill in late November.

Dominic handed out some training record forms. We should be sure to report any events or activities we participate in, to be included and count toward state emergency worker credit. Monday night nets can apply, and should be reported at end of month.

Training subject was a presentation by Dominic Marzano on the "Incident Command System" (ICS).

> Fire Departments adapted ICS from Military "Chain of Command" protocol. System describes the "span of control" and "flow of information" in control of an incident. ICS technique can be applied to an incident of any size. ICS can be thought of as a management resource kit; not all resources may apply in

every disaster - - - an incident commander may apply those resources he believes necessary. ICS techniques help to eliminate duplication of effort as well as confusion over who is in charge.

A primary purpose of ICS is to ensure Communications. This can include radio, telephone, verbal, face-to-face, etc. It makes it easier and more effective for moving resources in response to the incident.

Under ICS, there are only five persons, maximum, reporting to any one individual. All actions are under the Incident Commander who leads Section leaders in the four functions:

```
 Sections    Branches    Units      Resources

 Finance

 Planning

 Operations

 Logistics - Support Branch

           - Service Branch
                 Communications Unit  -  Amateur radio resources
                 Medical Unit
                 Food Unit
```

Much more detail is given in the Field Operations Guide, a small pamphlet which can be obtained from Dominic, and each member should have.

Example of an ICS structure which might be developed in Station 31 in the event of a local disaster:

```
                    _________
                    |       |
                    |  EOC  |---------Planning
                    |_______|           group
                        |
                    Incident
                    Commander
              ____________|______________
              |           |              |
        Operations     Plans        Logistics
```

Next Meeting is Monday, November 28, 7:00 PM. (This will be a permanent change from the previous 6:30 PM meeting time.) Expect December meeting to be moved forward to December 19.

Meeting closed at 8:45 PM.

Woodinville Fire and Life Safety District
19900 144 Ave. NE • Woodinville, WA 98072-8427 • Business Phone (206) 483-2131 • Fax (206) 486-0361

OCTOBER 10, 1994

To the Members,

We are moving forward and I am extremely happy with the progress we have made. The organization of our meetings is improving, and business is being handled.

I have included a copy of the meeting minutes for your review and this in itself is a positive sign of organizational growth. As you can see by these minutes, there are things happening and we are moving closer to actual drills of our readiness state.

Also enclosed a copy of the form required for the District background check. Please fill this out and return it at the next meeting. If you have any questions please give me a call, or we can discuss it at the next meeting.

Speaking of the next meeting, it will be an overview class on the Incident Command System (ICS) system. This class will cover terms, structure and how you, as a communications person, fit into the system.

I also have copies of the Augmentation Plan for any who did not receive it at the last meeting. You can stop in and pick one up or ask for one at the next meeting.

NOTICE !!! NOTICE !!! NOTICE !!! NOTICE !!!

The next meeting date has been changed due to Halloween.
ICS class / meeting:

DATE - 10/24/94
DAY - MONDAY
TIME - 7:00 PM (1900 HRS)
PLACE - HEADQUARTERS STATION 31
19900 144 Ave NE
Woodinville, WA

Thanks for your continued interest and participation. See you at the next meeting !

"COMMITMENT TO EXCELLENCE"

Woodinville Fire and Life Safety District
19900 144 Ave. NE • Woodinville, WA 98072-8427 • Business Phone (206) 483-2131 • Fax (206) 486-0361

The following information is for the purpose of background research for affiliation with Woodinville Fire & Life Safety District.

This information is ***not*** for public use and will be treated as a confidential document within the Department.

All information is requested on a voluntary basis.

FULL NAME: _____

BIRTH DATE: _____

CURRENT ADDRESS: _____

_____

_____

SIGNATURE: _____

"COMMITMENT TO EXCELLENCE"

Woodinville Fire & Life Safety District

EMERGENCY COMMUNICATIONS SPECIALISTS

Minutes - Meeting 9/26/94

Convened by D. Marzano with photo and ID. session by Diane Newman (KCDEM) and Gene Underwood, W7AKA, (KCARES-EC).

Dave Zehrung, AA7L, agreed to act as recorder to prepare minutes of meetings.

Because of Halloween on the last Monday of next month, the next meeting was set for Monday, October 24th. This meeting will start at 7:00pm, and last about one and a half hours. It will be a class on the Incident Command System (ICS).
D. Marzano will have ICS Field Operation Guides to hand out. This will be training on how we as hams will interface, integrate, and report during an incident.

Committee Reports and Discussion
No one was present from the Procedures/Operations committee.

The Training Committee had no formal report, but discussion was held of setting a date within the next month for testing equipment and antennas at the district fire stations.

General discussion of local net. Consensus was to conduct one on those Monday nights when we do not have a meeting, on the 147.34 repeater at 8:00pm. Ron Verschuyl, WB7AAE, was appointed in absentia as the convener of the first net on October 3rd.

Richard Holm, N7OZI, reported on his survey of pager availability. Rates shown on the analysis depend on getting ten subscriptions. The consensus was to lean toward TelePage NW at 4.95/month. We will discuss at one more meeting and on the nets to be sure we have ten subscribers.

N9JCS reported on development of the "Disaster Augmentation Communication Plan." This document is in a near-final condition and should be ready for distribution soon. It is an "A to Z" explanation of the program. Copies of the "October" draft were passed out to attendees.

D. Marzano requested input as to what is required for hooking up the power supplies. There was further discussion on matters of connecting antennas and power, and on "cataloging" various members capabilities, such as with respect to technical and operating skill levels. Equipment suggestions included separate AC circuit breakers for each position, a common antenna/power ground panel, and local fusing (in the room).

The Equipment Committee will meet again on October 18th (Tuesday) at 6:30pm.

pager/call-out - Mark - Dick
KB7VDI N7OZI

procedures - AEC & OL's
Don N9JCS
Ross N7NZJ
Sid N7XNM

RON
WB7AAE
FAX 788-6120
(FOR REVIEW COMM)

training - AEC & OL's
Scott KB7WSB
Dick N7OZI

Equipment - Bob KB7DVJ
Steve K6SKS
Steve N8GNJ

Woodinville Fire and Life Safety District
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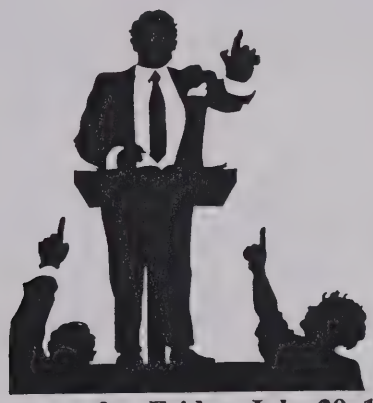
Amateur Radio Operator:

Your community needs you

Woodinville Fire & Life Safety District needs Hams as volunteer Emergency Communications Specialists to support radio communication operations in the event of a emergency or disaster.



A community meeting has been set up for Friday, July 29, 1994 and Monday, August 8, 1994 at 6:30 PM at the Fire Battalion Headquarters (19900 144th Ave N.E. in Woodinville) to discuss what help we can provide as Amateur Radio Operators. Please come and join us in supporting our community in its emergency communication needs! Talk in frequency will be 147.480MHz simplex.

Please call Dominic Marzano, Battalion Chief, Woodinville Fire & Life Safety at 483-2131 and let him know if you can make one of the above dates. That way we will know how many cookies to bring!

Northeast King County
A.R.E.S. Emergency Coordinator
Scott Key, N7GUZ
606 235th Ave. NE
Redmond, WA 98053
868-8535

Woodinville Fire & Life Safety District
Battalion Chief
Dominic Marzano
19900 144th Ave. N.E.
Woodinville, WA 98072-8427
483-2131

"COMMITMENT TO EXCELLENCE"

Woodinville Fire and Life Safety District
19900 144 Ave. NE • Woodinville, WA 98072-8427 • Business Phone (206) 483-2131 • Fax (206) 486-0361

August 9, 1994

To The Ham Operator,

Our first meeting was a great success ! There was a great sense of commitment and cooperation within the group, and that is a wonderful starting point for our communications support organization.

The next step will be the August 29, 1994 meeting @ 18:30. This meeting, at the suggestion of the group, will be a roundtable type exercise. We will use this meeting to brainstorm procedural ideas in the areas of planning, alerting, organizational structure, training, personnel accounting, and assignment. Also, this will be the meeting to accomplish a quality inventory of personal equipment and for the registration as members of ARES.

We will also be registering all of the participants in our group as Washington State Emergency Workers. This entails the completion of a state form which includes an identification card and continuing training records. I have included a copy of the WAC code that deals with Emergency Workers for your review.

I have also enclosed a copy of the ARES information form for you to review. Please have the information on this form ready the night of the meeting as we will be using this for the survey to be completed at the meeting. Please review the separate questionnaire sheet also. These questions are necessary items that must be completed by anyone participating with the District.

REMINDER... Our next meeting:

Woodinville Fire & Life Safety District
Headquarters Building - Training Room
19900 144 Ave NE
Woodinville, WA 98072
Ph.# 483.2131

"COMMITMENT TO EXCELLENCE"

If there are any questions regarding this meeting please do not hesitate to call.

Thank you again for your interest and cooperation. I believe we have a dedicated core of operators to begin the building of a functional and quality support organization.

Yours in Safety,

Dominic V. Marzano
Emergency Preparedness Coordinator

cc: *WAC 118*
ARES Information Sheet
Department questionnaire

KING COUNTY ARES/RACES SUPPLEMENTAL INFORMATION FORM (REVISED 11/15/93)

CALL:_____ LICENSE CLASS: ___ DATE:___/___/_____
NAME: _____ _ _____
ADDRESS:_____ CITY:_____ ST:__ ZIP:_____
HOME #:_____ PAGER #:_____ CELLULAR PHONE(Y/N): #:_____
FAX: _____ ARE YOU AVAILABLE FOR CALL-OUT DURING WORK DAY?(Y/N)___
EMPLOYER:_____ POSITION:_____
WORK PHONE:_____ FREQUENCIES USED MOST:_____

COMMUNICATION CAPABILITIES: PLEASE CIRCLE OR WRITE IN YOUR CAPABILITIES
HF: 160/80-10 6M CW/SSB/FM PACKET/RTTY/AMTOR EMERGENCY POWER SOURCE:
HF: BASE/MOBILE/PORTABLE/EMRG PWR (GENERATOR / BATTERY)
2M:CW/SSB/FM PACKET/RTTY/AMTOR BASE/MOBILE/PORTABLE/HT
220:CW/SSB/FM PACKET/RTTY/AMTOR BASE/MOBILE/PORTABLE/HT GEN WATTS:_____
440:CW/SSB/FM PACKET/RTTY/AMTOR BASE/MOBILE/PORTABLE/HT BATTERY
SHF:CW/SSB/FM PACKET/RTTY/AMTOR BASE/MOBILE/PORTABLE/HT AMP HRS:_____
TYPE ACCEPTED/GMRS: 2M 220 70CM OTHER_____
OTHER CAPABILITIES NOT SHOWN ABOVE: _____
DO YOU HAVE TONE CAPABILITY (YES/NO): _____
DO YOU HAVE INTERTIE CODES (YES/NO) :_____ (Please contact WA7HNH for codes.)
VEHICLE LICENSE PLATES: AUTO:_____ CAMPER:_____ 4X4:_____
STATION WAGON:_____ VAN:_____ MOTOR HOME:_____
TRAILER:_____ OTHER:_____

CURRENT TRAINING AND EXPERIENCE: Please circle or write in all that apply.
FIRST AID TYPE:_____ EXPIRES:_____
FIRST RESPONDER:_____EXP:_____ FEMA TRAINING:_____SURVIVAL:___
EMT:_____EXP:_____ RED CROSS TRAINING:_____
CPR:_____EXP:_____ FORMAL TRAFFIC HANDLING:_____
NURSE:_____EXP:_____ NET CONTROL:_____
PARAMEDIC:_____EXP:_____ MOUNTAINEERING:_____ ELT:___
PHYSICIAN:_____TYPE/CERT EXP:_____ MARS: ARMY AIRFORCE NAVY/MARINE
KCSARA VAN PROCEDURES:___ OTHER KCSARA MEMBERSHIP:_____
OTHER COMMENTS:_____

INTERESTS: _____ STANDARD FIELD OPERATIONS (anywhere away from home, Non-SAR)
_____ SAR OPERATIONS (In field/base camp)
_____ BASE SUPPORT OPERATIONS (located at your own home)
_____ PUBLIC SERVICE EVENTS (parades, special olympics, etc.)
_____ MEDICAL SERVICES TEAM Please write in your Hospital Site
preference -->>> _____
_____ ARES COMMUNICATIONS VAN TEAM _____ ELT SEARCH TEAM
_____ ARES COMM VAN PROCEDURES _____ SAR TEAM
_____ ARES COMM VAN DRIVERS EDUCATION
COMPUTER TYPE:_____
LANDLINE MODEM:_____
OTHER COMMENTS:_____

****

PLEASE RETURN THE COMPLETED FORM DIRECTLY TO:
William Pierce KD0JU
1311 12th Ave S #F301
Seattle, WA 98144
. VoiceMail: 726-4288
. MailBox: ARES (2737)

Updates/corrections to this form may be UP/DN loaded from the ARES file section of Bill & Moe's INFO BBS 24 Hrs/Day 7 Days/Wk 206-328-4522, -> 14.4KBPS, 8,N,1. All updates & corrections will be password protected. Leave msg in ARES forum with/for file name & pass

(c) Such entry will provide information necessary for federal, state or local officials responsible for disaster response.

[Statutory Authority: Chapters 43.06 and 38.52 RCW. 85-20-062 (Order 85-02), § 118-03-270, filed 9/27/85; 82-15-007 (Order 86-06), § 118-03-270, filed 7/9/82; 81-15-012 (Order 81-03), § 118-03-270, filed 7/7/81.]

WAC 118-03-290 Other permit applicants. The director, DEM, his designee(s) or the USFS may authorize persons not included in the above specific categories to enter the restricted zone when:

(1) Such entry be limited, to the extent possible, to specified destinations and routes within the restricted zone, and

(2) Such entry will not burden official search and rescue missions or other emergency operations, and

(3) Such entry is limited in duration and by type of transportation to minimize, to the extent consistent with urgency of the entry, the safety of those granted entry permits, and

(a) Such entry is necessary for or will contribute to the health, safety, and welfare of the citizens in the disaster area, or

(b) Such entry is necessary for maintenance of privately owned property within the restricted zone when applicable, or

(c) Such entry is necessary or will contribute to the successful mitigation of damages caused by volcanic activity.

[Statutory Authority: Chapters 43.06 and 38.52 RCW. 85-20-062 (Order 85-02), § 118-03-290, filed 9/27/85; 82-15-007 (Order 86-06), § 118-03-290, filed 7/9/82; 81-15-012 (Order 81-03), § 118-03-290, filed 7/7/81.]

WAC 118-03-310 Revocation and suspension. (1) In the event that volcanic activity or other events increase the danger already present in the restricted zone, permits, except permanent residents, when applicable, and scientific personnel approved by the director of DEM, his designee(s), or the USFS may be suspended or revoked by the director, DEM, his designee(s), or the USFS. This decision will be based on available scientific information and/or joint evaluation by the USFS (ECC director) and DEM. This evaluation will be made on a daily basis or as necessary. Notification of revocation/suspension will be made by DEM and the USFS in accordance with established DEM and USFS operational procedures.

(2) The director of DEM or his designee(s) may suspend or revoke any permit issued under this chapter of the Washington Administrative Code, except for permanent residents when applicable, upon the failure of the permit holder(s) to meet the conditions of the permit of this chapter.

[Statutory Authority: Chapters 43.06 and 38.52 RCW. 85-20-062 (Order 85-02), § 118-03-310, filed 9/27/85; 82-15-007 (Order 86-06), § 118-03-310, filed 7/9/82; 81-15-012 (Order 81-03), § 118-03-310, filed 7/7/81.]

WAC 118-03-330 Uniform procedural rules. The Washington state department of emergency services, hereinafter designated as the department, adopts as its own rules or practice all those uniform procedural rules promulgated by the code reviser, now codified in the Washington Administrative Code, WAC 1-08-005 through 1-08-590, as now or hereafter amended, subject to any additional rules the department may add from time to time. The department reserves the right to make whatever determination is fair and equitable should any question not covered by its rules come before the department, said determination to be in accordance with the spirit and intent of the law.

[Statutory Authority: Chapters 43.06 and 38.52 RCW. 81-15-012 (Order 81-03), § 118-03-330, filed 7/7/81.]

Chapter 118-04 WAC
CLASSES OF EMERGENCY WORKERS—SCOPE OF DUTIES OF EACH CLASS—CONDITIONS FOR EMPLOYMENT—MANNER OF REGISTRATION

WAC	
118-04-010	Purpose.
118-04-030	Scope.
118-04-050	Definitions.
118-04-070	Registration.
118-04-090	Scope of emergency duties.
118-04-110	Classes of emergency workers.
118-04-130	Emergency worker criteria and standards.
118-04-140	Search and rescue emergency worker guidelines.
118-04-150	Department of emergency services mission number.
118-04-170	Evidence search training mission number.
118-04-190	Eligibility and responsibility.
118-04-210	Eligibility requirements and procedures for filing personal injury claims by emergency workers.
118-04-230	Eligibility requirements and procedures for filing property loss/damage claims by emergency workers.
118-04-250	Fuel and toll claims.
118-04-270	Extraordinary expense claims.
118-04-290	After action reports—Search and rescue.

WAC 118-04-010 Purpose. The purpose of this chapter is to adopt rules, regulations, and guidelines pursuant to chapter 38.52 RCW, for appropriate action pertaining to the class, scope of duty, conditions of duty, and coverage of emergency workers.

[Statutory Authority: RCW 38.52.310. 84-11-022 (Order 118-04), § 118-04-010, filed 5/11/84.]

WAC 118-04-030 Scope. (1) This chapter is applicable for emergency activities as outlined in chapter 38-.52 RCW; for emergencies and disasters as determined by appropriate local authorities and the governor of the state of Washington, and for search and rescue missions under the authority of local law enforcement.

(2) This chapter is not applicable to air search and rescue missions or training exercises conducted by the Washington state aeronautics division.

[Statutory Authority: RCW 38.52.310. 84-11-022 (Order 118-04), § 118-04-030, filed 5/11/84.]

WAC 118-04-050 Definitions. The terms used in this chapter have the same meaning as they do in chapter 38.52 RCW.

[Statutory Authority: RCW 38.52.310. 84-11-022 (Order 118-04), § 118-04-050, filed 5/11/84.]

WAC 118-04-070 Registration. (1) Registration is a prerequisite for eligibility of workers for benefits and legal protection under chapter 38.52 RCW. Except as provided in subsections (2), (3), and (4) of this section, an emergency worker shall be considered as registered if he/she has met these qualifications prior to participating in emergency activities:

(a) Has a properly filled out and current registration card on file with an approved organization under chapter 38.52 RCW.

(b) Has been assigned to an emergency class as listed in WAC 118-04-110.

(c) Has been issued an identification card which conforms substantially with those recommended by the Washington state department of emergency services.

(2) An employee of the state, or a political subdivision of the state who is required to perform emergency duties shall be considered as registered with the local organization of emergency services in whose jurisdiction he/she resides.

(3) In emergency situations which require recruiting of volunteers to assist in an immediate time frame, these workers will be considered registered if they are under the control and supervision of a responsible agency under the provisions of chapter 38.52 RCW and if said agency provides adequate documentation including name, age, and address, the emergency function they provided, and time they were involved in said service.

(4) Any citizen commandeered for service shall be entitled, during the period of such service, to all privileges, benefits and immunities provided by state law and state or federal regulations for registered emergency workers.

[Statutory Authority: RCW 38.52.310. 84-11-022 (Order 118-04), § 118-04-070, filed 5/11/84.]

WAC 118-04-090 Scope of emergency duties. Each emergency worker in any class, is considered to be on duty while he/she is performing emergency functions with the authorization and under the direction and control of an appropriate authority in the local or state emergency organization.

[Statutory Authority: RCW 38.52.310. 84-11-022 (Order 118-04), § 118-04-090, filed 5/11/84.]

WAC 118-04-110 Classes of emergency workers. The following classes of emergency workers and the scope of duties of each class are hereby established. Classes additional to these may be established from time to time by the director, state department of emergency services.

(1) Staff services:

Staff services include the recruiting, coordinating, and directing any emergency activities, including technical, administrative, and clerical services.

(2) Law enforcement services:

Law enforcement services include securing compliance with both state and federal laws, in accordance with chapter 38.52 RCW, and assisting law enforcement offices and agencies in administrative and nonenforcement functions for the purpose of relieving commissioned personnel for enforcement duties.

(3) Fire services:

Fire services include assisting fire fighting forces or agencies in both urban and rural areas, rescuing persons or protecting property, and instructing residents regarding fire prevention and emergency information for individual citizens, methods of detecting fires and precautions to be observed in reducing fire hazards.

(4) Medical and health services:

Medical and health services include medical and surgical field teams, triage, general emergency and mobile hospitals, nursing service, first aid and ambulance service, sanitation, mortuary and laboratory service, radiological monitoring, defense against biological and/or chemical incidents, identification of sick and injured, and other medical and health services.

(5) Welfare services:

Welfare services include the provision of food, clothing, and lodging in mass care centers for persons whose homes have been destroyed, or made temporarily uninhabited by emergency or disaster; evacuation service for other than medical cases, registration and information, welfare inquiries, rehousing, counseling, and other necessary assistance to disaster victims.

(6) Engineering and rescue services:

Engineering and rescue services include construction, repair and maintenance of highways, roads, streets, and essential facilities and performing heavy-duty rescue operations.

(7) Transportation services:

Transportation services include the movement of supplies, evacuees, personnel, and equipment, including planning, organizing, maintaining, operating, and coordinating available means of transportation.

(8) Communications services:

Communications services include communications activities in accordance with approved state and/or local emergency operations and communications plans.

(9) Radiological services:

Radiological services include radiological monitoring, reporting, and planning duties, in accordance with approved state and/or local emergency operations and radiological emergency plans including gathering and evaluating radiological data and providing technical guidance concerning radiological decontamination operations.

(10) Chemical services:

Chemical services include chemical hazards incident response duties such as planning and coordination of response resources, in accordance with approved state and/or local emergency operations and hazardous materials plans.

(11) Supply services:

Supply services include procurement, warehousing, and release of supplies, equipment, and materials.

(12) Utilities services:

Utilities services include assisting utility personnel in the repair of water, gas, electric, telephone, telegraph, steam, sewer, and other utility facilities.

(13) Congregate care services:

Congregate care services include duties in accordance with the current shelter managing guidelines and subsequent procedures published in approved state and/or local emergency operations and shelter plans.

(14) Special services:

Special services include duties which can be performed by persons who are without permanent specific emergency services assignment and who do not carry a standard emergency identification card but whose participation is essential to training (i.e., students or other serving as triage victims during a medical exercise). These personnel shall be issued a temporary registration card for the period of time they are participating in emergency training activities.

(15) General services:

General services include duties which can be performed by persons without permanent specific emergency assignment. These may include general purpose emergency workers who support local or state emergency departments in a variety of activities. They may also include personnel who are not ordinarily a part of an emergency organization and who do not carry a standard emergency identification card but whose participation is essential to a specific emergency operation, such as sandbagging in a flood.

(16) Search and rescue services:

Search and rescue services include duties involving searching for, rescuing, or recovering by means of ground, marine, or air activity any person who becomes lost, injured, or is killed while out of doors, or as a result of a natural or man-made disaster, including instances involving searches for downed aircraft when ground personnel are used.

(17) Training and education services:

Training and education services include all activities, public and private, relating to the education process and proficiency skill building for the enhancement of emergency preparedness under the concept of comprehensive emergency management, including but not limited to, specific courses, workshops, seminars, exercises, volunteer training activities, which includes the administration, reporting, and maintaining of appropriate records.

(18) Aviation services:

Aviation services include duties performed by pilots licensed by the FAA, operating FAA approved aircraft, in support of emergency management activities. No compensation will be provided under chapter 38.52 RCW for those activities of air search which are the statutory responsibility of the division of aeronautics, department of transportation.

[Statutory Authority: RCW 38.52.310. 84-11-022 (Order 118-04), § 118-04-110, filed 5/11/84.]

WAC 118-04-130 Emergency worker criteria and standards. Local jurisdictions have the responsibility to establish criteria and standards for emergency workers whom they register. This may include the demonstrated proficiency of the worker to perform emergency activities as indicated by assignment and personnel class.

[Statutory Authority: RCW 38.52.310. 84-11-022 (Order 118-04), § 118-04-130, filed 5/11/84.]

WAC 118-04-140 Search and rescue emergency worker guidelines. The following guidelines are offered as minimal standards which all search and rescue emergency workers should meet.

(1) The level of knowledge, proficiency, and experience for field personnel will be greater than support personnel.

(2) Support personnel should have a working knowledge of the skills of field personnel, but need not have hands-on experience nor the physical capabilities of field personnel.

(3) Specific desirable qualifications:

(a) First aid training.

(b) Demonstrated self-proficiency in survival techniques and outdoor living.

(c) Good physical fitness.

(d) Demonstrated proficiency in wilderness navigation (map and compass).

(e) Demonstrated proficiency in search and rescue techniques.

(f) Demonstrated proficiency in two-way radio communications.

(g) Demonstrated knowledge in procedures if a crime or deceased is discovered in the search and rescue operation.

(h) Demonstrated knowledge in helirescue operations.

(4) The department of emergency services acknowledges the following state-wide volunteer search and rescue organizations as having existing standards, training, and certification programs:

(a) Washington Mountain Rescue Association;

(b) Washington Explorer Search and Rescue Association;

(c) National Ski Patrol Systems, Inc.;

(d) The Search and Rescue Dog Association;

(e) German Shepherd Search Dog Association;

(f) Northwest Bloodhound Association;

(g) Civil Air Patrol;

(h) Coast Guard Auxiliary.

Further, the department of emergency services may acknowledge the self-certification programs of these volunteer organizations by letters of agreement between each organization and this department, which authorize these organizations to certify their own members and any new organizations wishing to be identified with these particular state-wide volunteer organizations.

[Statutory Authority: RCW 38.52.310. 84-11-022 (Order 118-04), § 118-04-140, filed 5/11/84.]

WAC 118-04-150 Department of emergency services mission number. (1) The state department of emergency services may assign a mission number to emergency response activities and to search and rescue missions reported by a local jurisdiction. The local department of emergency services director, or their designee shall notify the state department of emergency services as soon as practical of all emergency response activities or search and rescue missions in the respective

local jurisdiction and request the assignment of a mission number when emergency workers are called out to assist.

(2) The mission number assigned shall provide a reference for the dispatch of state, local, or federal resources to assist in the mission, and as a basis for recordkeeping for the payment of any emergency worker compensation claims which may be filed as a result of activities on that mission.

(3) If additional resources from a different jurisdiction are needed to respond to an emergency response activity or search and rescue mission, the appropriate authority should make the request through (or inform that the request has been made) the state department of emergency services duty officer (206-753-5990) in Olympia, WA.

(4) Upon notification by an appropriate authority to report to regular or training duty at a specific time and place, volunteers are then covered under the provisions of chapter 38.52 RCW when acting in compliance with such notification. Coverage will be limited to the time and distance necessary to travel to duty station, performance of duty, and return to the point of origin.

(5) Mission numbers will not be assigned nor compensation provided for activities which involve arrest, search, apprehension, or detention of suspects or persons in the act of commiting a crime or breaking a law.

[Statutory Authority: RCW 38.52.310. 84-11-022 (Order 118-04), § 118-04-150, filed 5/11/84.]

WAC 118-04-170 Evidence search training mission number. An evidence search training mission number may be issued by the state department of emergency services for the utilization of emergency workers to search for evidence in support of law enforcement agencies. To receive authorization for an evidence search training mission number, the following criteria must be met. The local department of emergency services, or its designee, will send a hard copy via ACCESS to the state department of emergency services (ACCESS address code BK) or to the Washington state patrol dispatch in Olympia (ACCESS address code BN), if during nonbusiness hours, addressed "PLEASE RELAY TO DES DUTY OFFICER IMMEDIATELY" outlining the following by item:

Item 1 — Jurisdiction requesting the evidence search training mission number.

Item 2 — Name of officer in charge on scene.

Item 3 — Location of the evidence search.

Item 4 — Emergency workers being utilized listed by name or by unit.

Item 5 — A statement of what training is being accomplished for the development of proficiency skills.

Item 6 — A statement certifying that the emergency workers will be utilized and trained within the scope of their normal emergency worker assignment.

Item 7 — A statement certifying that the activity does NOT involve the arrest, search for, apprehension, or detention of suspects or persons in the act of committing a crime or breaking a law.

After the hard copy is sent via ACCESS, the local DES or designee may call the DES duty officer and coordinate the details of the mission. Upon receipt of the hard copy information, the request will be considered, and if approved, an EVIDENCE SEARCH TRAINING MISSION NUMBER will be assigned.

Other rules and policy established by the director, state department of emergency services, for the utilization of emergency workers will apply for the evidence search, including the submission of the training mission report.

[Statutory Authority: RCW 38.52.310. 84-11-022 (Order 118-04), § 118-04-170, filed 5/11/84.]

WAC 118-04-190 Eligibility and responsibility. (1) Compensation will be authorized only when appropriate eligibility has been clearly established and the provisions of all appropriate regulations and statutes have been complied with.

(2) Compensations board composition, procedural records and claim preparations are the responsibility of the local jurisdiction, in which the loss occurred (see RCW 38.52.210).

(3) Volunteer emergency workers, in supporting other agencies, must remain under the direction and control of an appropriate authority to continue compensation eligibility.

(4) In no event, shall a public agency, other than the local emergency services organization or local law enforcement agency as outlined in other sections of this chapter, utilize the services of an emergency worker unless the said agency has received the prior approval of the director, Washington state department of emergency services or his designee. Said approval shall set forth time and purpose of the utilization of said emergency worker.

[Statutory Authority: RCW 38.52.310. 84-11-022 (Order 118-04), § 118-04-190, filed 5/11/84.]

WAC 118-04-210 Eligibility requirements and procedures for filing personal injury claims by emergency workers. (1) Claimant must be a duly registered emergency worker of his county of residence and/or with the jurisdiction directing the mission. Claimant must file the claim with the jurisdiction where the mission occurred.

(2) Claimant must have been activated by an appropriate authority on an authorized activity under the provisions of chapter 38.52 RCW.

(3) Claimant must have registered his name and registration card number if applicable with the on-scene commander or other appropriate authority.

(4) In the event of injury the responsible agency's on-scene authority must be notified as soon as possible.

(5) The responsible agency's on-scene authority will advise the local emergency services director of any injuries and will provide appropriate and timely documentation. The local director will notify the state department of emergency services of any injuries. The state department of emergency services will assist the local director in processing claims for those claimants registered outside of the county and activated by state department of emergency services.

(6) The state department of emergency services will provide necessary forms for personal injury claims which must be completed by the local department of emergency services director, the emergency worker, and the attending physician and submitted with other documentation to Washington state department of emergency services. DO NOT USE LABOR AND INDUSTRIES WORKMAN'S COMPENSATION FORMS, AND DO NOT SUBMIT ANY INFORMATION TO THE DEPARTMENT OF LABOR AND INDUSTRIES FOR A CLAIM MADE PURSUANT TO CHAPTER 38.52 RCW.

(7) Other documentation should include any reports, mission logs, ambulance and hospital bills, receipts, medical reports, or other information helpful in describing the circumstances of how the injury occurred and what costs were incurred.

(8) Claims for injury, disability, death, and related compensation are adjusted and paid in accordance with labor and industry workman's compensation schedules.

(9) For claims in excess of the amount set by statute, a compensation board must meet to review the claim under RCW 38.52.210, 38.52.220, 38.52.230, and 38.52.250.

(10) The local emergency services director will give immediate notice to Washington state emergency services of any pending claim in excess of the amount set by statute.

(a) The claimant will be notified of date, time and place of the compensation board hearing by the local emergency services director by personal service or registered mail.

(b) Claimant may be requested to appear before the compensation board as established under chapter 38.52 RCW. Itemized medical bills and reports must be presented at the hearing to support the claim.

(c) The local emergency services director will transmit the findings of the compensation board to Washington state department of emergency services for final disposition.

[Statutory Authority: RCW 38.52.310. 84-11-022 (Order 118-04), § 118-04-210, filed 5/11/84.]

WAC 118-04-230 Eligibility requirements and procedures for filing property loss/damage claims by emergency workers. (1) Claimant must be a duly registered emergency worker of his county of residence and/or the jurisdiction directing the mission. Claimant must file the claim with the jurisdiction where the mission occurred.

(2) Claimant must have been activated by an appropriate authority on an authorized activity under the provisions of chapter 38.52 RCW.

(3) Claimant must have registered his name and registration card number if applicable with the on-scene commander or other appropriate authority.

(4) In the event of property loss or damage the responsible agency's on-scene authority must be notified as soon as possible.

(5) The responsible agency's on-scene authority will advise the local emergency services director of any property loss or damage and will provide appropriate and timely documentation. The local director will notify the state department of emergency services of any property loss or damage. The state department of emergency services will assist the local director in processing claims for those claimants registered outside of the jurisdiction and activated by state department of emergency services.

(6) Only property that is deemed necessary and reasonable for the emergency services activity will be considered for compensation, if lost or damaged. Claims will not be paid for personal property lost or damaged that was not necessary and reasonable to the activity. For example, expensive watches, cameras, jewelry, etc., generally will not be considered necessary and reasonable.

(7) Damage to personal property caused by normal wear and tear, mechanical or electrical breakdown, or other such loss or damage, and loss or inconvenience consequent to such loss or damage that was not the result of the emergency services activity in which the owner was engaged will not be considered for compensation. Damage must not have been caused by the willful misconduct, gross negligence, or bad faith of the claimant.

(8) Compensation for the loss or theft of property left unsecured, or damage incurred which could have been prevented through reasonable care may be denied.

(9) The state department of emergency services will provide necessary forms for property loss/damage claims which when filled out by the emergency worker must be notarized and sent, with all supporting documentation to the Washington state office of financial management.

(10) For claims in excess of the amount set by statute, a compensation board must meet to review the claim under RCW 38.52.210, 38.52.220, 38.52.230, and 38.52.250.

(11) The local emergency services director will give immediate notice to the Washington state emergency services of the pending claim, in excess of the amount set by statute.

(a) The claimant will be notified of date, time, and place of the county compensation board hearing by the local emergency services director by personal service or registered mail.

(b) Claimant may be requested to appear before the compensation board as established under chapter 38.52 RCW. Itemized bills and reports must be presented at the hearing to support the claim.

(c) The local emergency services director will transmit the findings of the compensation board to Washington state department of emergency services for final disposition.

[Statutory Authority: RCW 38.52.310. 84-11-022 (Order 118-04), § 118-04-230, filed 5/11/84.]

WAC 118-04-250 Fuel and toll claims. (1) The state department of emergency services will provide necessary forms for use by emergency workers for reimbursement of out-of-county fuel and toll expenses as authorized by chapter 38.52 RCW. Proper receipts and documentation must be submitted with these forms for reimbursement.

(2) Claims for fuel and toll expenses may be sent directly to the state Department of Emergency Services 4220 E. Martin Way, Olympia, WA 98504.

[Statutory Authority: RCW 38.52.310. 84-11-022 (Order 118-04), § 118-04-250, filed 5/11/84.]

WAC 118-04-270 Extraordinary expense claims. The state department of emergency services will provide necessary forms for use by emergency workers for extraordinary expenses for missions lasting over twenty-four hours as authorized by chapter 38.52 RCW. Local organizations of emergency services and local law enforcement agencies may submit extraordinary expense claims on behalf of volunteers if the expenses meet the following criteria:

(1) They are in direct support of volunteers working under a state DES mission number;

(2) They represent extraordinary, expendable obligations such as for feeding or lodging volunteers; and

(3) All expenses must be documented with proper receipts.

[Statutory Authority: RCW 38.52.310. 84-11-022 (Order 118-04), § 118-04-270, filed 5/11/84.]

WAC 118-04-290 After action reports--Search and rescue. The state department of emergency services will provide a form to be used by local jurisdictions to report information about search and rescue missions. This information should include data on the subject(s), location of incident, local response, weather conditions, results, subject behavior, and resources used. Information from local responders including any reports, rosters, mission event and communications logs, lost person information forms, and any other information that may be helpful in a descriptive reconstruction of the mission should be forwarded to the responsible local authority as designated by local plans within two weeks or ten working days from the termination of the mission. This information should be compiled and sent to the state DES within five working days of the two week period.

[Statutory Authority: RCW 38.52.310. 84-11-022 (Order 118-04), § 118-04-290, filed 5/11/84.]

Chapter 118-06 WAC
LOCAL EMERGENCY SERVICES ORGANIZATIONS

WAC	
118-06-010	Authority.
118-06-020	Purpose.
118-06-030	Definitions.
118-06-040	Responsibilities of political subdivisions.
118-06-050	Evaluation of emergency services organization.
118-06-060	Review and evaluation of an existing emergency services organization.
118-06-070	Authorizing two or more political subdivisions to establish a local emergency services organization.
118-06-080	Resolution of conflict regarding the sharing of emergency services organization costs between political subdivisions.

WAC 118-06-010 Authority. This chapter is promulgated pursuant to the authority granted in RCW 38.52.070.

[Statutory Authority: RCW 38.52.070. 84-01-023 (Order 118-06), § 118-06-010, filed 12/9/83.]

WAC 118-06-020 Purpose. The purpose of this chapter is to establish criteria for evaluating and approving the establishment of local emergency services organizations.

[Statutory Authority: RCW 38.52.070. 84-01-023 (Order 118-06), § 118-06-020, filed 12/9/83.]

WAC 118-06-030 Definitions. (1) Director means the director of the Washington state department of emergency services.

(2) Council means the Washington state emergency services council as established by RCW 38.52.040.

(3) Political subdivision means a county or incorporated city or town.

(4) Executive head(s) means:

(a) In the case of an incorporated city or town, the mayor.

(b) In the case of a county, either the county executive or the chairperson of the board of county commissioners.

(5) Emergency services organization means the local government organization established by either a political subdivision or two or more political subdivisions for the purpose of carrying out emergency services as described in RCW 38.52.010(1).

(6) Ordinances means a law established by the legislative body of a city, town or county.

(7) Resolution means an expression of policy established by the legislative body of a city, town or county.

[Statutory Authority: RCW 38.52.070. 84-01-023 (Order 118-06), § 118-06-030, filed 12/9/83.]

WAC 118-06-040 Responsibilities of political subdivisions. (1) A political subdivision must establish an emergency services organization by ordinance or resolution passed by the legislative body of the political subdivision.

(2) In the event that two or more political subdivisions want to join in the establishment of an emergency services organization, each political subdivision must establish said organization by ordinance or resolution passed by the legislative body of the political subdivision. Such ordinance or resolution shall specify the joint relationship being entered into with one or more political subdivisions.

(3) Each political subdivision must specify in the ordinance or resolution establishing the emergency services organization that the agency shall be headed by a director of emergency services who shall be appointed by and directly responsible to the executive head of the political subdivision.

(4) In the case of an emergency services organization established by two or more political subdivisions, such political subdivisions shall specify in the ordinances or resolutions establishing the organization that the local government agency shall be headed by a director of emergency services who shall be appointed by the joint action of the executive heads of the constituent political subdivisions. The political subdivisions shall specify by

AMATEUR RADIO EMERGENCY SERVICE
(ARES)
ARRL Northwestern Division
Western Washington Section, King County

Disaster Augmentation Plan

WOODINVILLE
FIRE & LIFE SAFETY DISTRICT

Woodinville, WA.

147.340
442.775

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1.0 Purpose:

This plan provides a written guide for emergency communications in the event of a disaster. Normal lines of communication - telephones, cellular phones, etc. - may not survive a major disaster such as an earthquake, severe wind storm or snow storm etc. In the case that regular communications are overloaded, fail or are inadequate, the following plan details the procedures and implementation of a volunteer amateur radio network that can bridge the need for reporting of incidents, requests for relief, and coordination with other emergency service providers.

2.0 Scope:

This plan for Woodinville Fire & Life Safety District (WFLSD) and , King County Amateur Radio Emergency Service (KCARES) - hereafter referred to as 'the plan', encompasses emergency communications services either where there are currently no links or where the existing communications links are overloaded or disabled. Such communications could include, but would not limited to:

- Communications between fire stations
- Communications between fire stations and dispatch
- Interfacing between dispatch and other governmental agencies (such as police, sheriff, hospitals, etc.)
- Interfacing with other KCARES units

3.0 Situation and Assumptions:

1. The use of, and guidance for the Ham radio service in WFLSD will be administered through the Chief of the Department and the Emergency Management Division.

2. It is understood that the amateur radio operation and training of Ham Radio Operators is accomplished through ARES and RACES.

3. The District will work with these organizations and their members to maintain the most current knowledge of procedures and capabilities.

4. Amateur radio operators that are members of this specialty unit will hereafter be known as, WFLSD Emergency Communication Specialist (WFLSD-ECS).

4.0 Concept of Operations

4.1 Station Equipment:

Antenna: Each station needs to be equipped with at least a 2 Meter roof-mounted antenna. Ability to also handle 440 Mhz is desirable (the Fire Repeater operates on the 440 Mhz band). A feed line from the antenna should run to an appropriate place of operation for the WFLSD-ECS member.

Batteries: A source of 12 volt power is required. WFLSD-ECS member radio batteries will have a limited operational time. Sources can include various types of lead-acid (automobile or motorcycle batteries), emergency lighting style batteries etc. A charger needs to be in place to keep the batteries at peak charge. Also, thought should be given to having a number of different connectors to fit a number of popular radio types. Safe storage for the batteries must also be taken into consideration - many batteries vent flammable gases.

Tools: At minimum, a simple electronic repair kit needs to be on hand with spare connectors, electrical and duct tape, a portable soldering pencil (propane or battery powered), wire clippers/strippers, extra feed line, wire and battery clips. In the event that the station antenna is damaged, a dipole antenna should be on hand.

Food/Water: WFLSD-ECS members, when activated, shall report with their personal 72 hour supplies. Also, depending on the severity of the event, extra clothing may be advisable.

Work Station Locations: The primary work station, and location of antenna drop and power terminals, for WFLSD-ECS members will be:

1. Station 31 - Located with the department base radio operator in the radio room area of the department Emergency Operations Center (EOC).

2. Station 33, 34, 35 (when established) - the Alarm Receiving Center (ARC)

4.2 Alerting and Call-out Procedures:

4.2.1 The primary means of alerting WFLSD-ECS will be through the department paging system.

4.2.2 There will be two (2) duty pagers. These pagers will rotate between the Duty ECS's for Station 31 and 35, or their designee, respectively.

4.2.3 The pager alerting message will be as follows:

"This is an activation of the Woodinville emergency communications network. Duty officers contact headquarters"

4.2.4 If there is an alert, the duty ECS will immediately attempt to make contact with Station 31 Administrative office or the EOC at **206.483.2131**. This will be an information gathering call which the ECS will attempt to determine communication needs, event specifics, or special requests of the District.

4.2.5 The ECS will in turn convey all appropriate and pertinent information to all WFLSD-ECS members. The duty ECS will have WFLSD-ECS report to their designated locations as deemed appropriate.

4.2.6 In the event the Duty ECS cannot make contact with the WFLSD EOC, it will be assumed that there is a wide spread, long duration emergency and the WFLSD-ECS will be directed to report to there designated locations.

The intention is to use pagers - research into this is continuing. A possibility includes adding a 2 Meter receiver to the Fire Repeater 444.525 MHz enabling a 2 Meter HT to trigger a 440 Mhz pager. Pager carriers will then turn their radios to the primary coordinating frequency (to be established). If this repeater is not operating, use of a designated (to be determined) alternate repeater should be used.

4.2.7 In the event of an obvious emergency, all WFLSD-ECS members will tune to the primary coordination frequency (to be determined). Information announcements will be repeated on the primary coordination frequency every ten minutes for one hour. Information announcements will include:

1. Type of operation (and location, if appropriate)
2. Mission number (if assigned)
3. Rendezvous time and location (if assigned)
4. Support role expected
5. Expected duration (if known)
6. Conditions on location
7. Equipment needs
8. Frequency coordination including alternate HF, VHF, and UHF frequencies
9. Reminder to record time and mileage and to take ID cards

4.2.8 If this frequency is unusable, use of an alternate simplex frequency (to be determined) is then called for. WFLSD-ECS members will be asked to report in by call sign following each announcement. Members should be prepared to give location, availability, and conditions at current location.

4.2.9 If a member becomes aware of the operation after the announcements have ceased, the member may check in with the current net control station and report availability.

4.2.10 Net control will be - by default - at the dispatch center. However, based upon those reporting in, net control and other field station assignments will be made. Relief teams will also be scheduled from those checking in.

4.2.11 If the member is unable to contact either dispatch (assumed to be net control) or any of the alternate frequencies, assume the worst and proceed to the appropriate station.

4.2.12 A roll-call will be done by the dispatch (net control), as soon as determined reasonable, to determine how many stations are manned after the initial callout.

4.3 Station Setups:

4.3.1 Each station having Ham capability will have a 2 Meter roof mounted antenna with a feed line terminating in an appropriate work space for the WFLSD-ECS member(s). A 12 volt power supply that is fed from the main 110 VAC line should be in place, as well as some form of battery backup.

4.4 Dispatch Abandonment:

4.4.1 In the event that the WFLSD EOC at Station 31 is forced to be abandoned, the alternate EOC will be at Station 35. Location is 17825 Avondale Rd., Woodinville, WA.

4.5 Reporting Procedures:

4.5.1 For control, staffing, and shift assignment the first operator on site at Station 31 will act as Assistant Emergency Coordinator (AEC). The AEC should anticipate standing first watch unless relieved by the OL.

4.5.2 The Ham ECS-OL will report to the EOC Incident Commander (IC) for a situation briefing and any special instructions.

4.5.3 The Ham operators will be responsible for the setup and organization of their work station in the EOC radio room.

4.5.4 For reporting and message transmittal, operators will use the EOC General Message form provided by WFLSD.

4.5.5 All messages will be routed through Operations Section of the EOC and addressed following the National Inter-Agency Incident Management System (NIIMS)

4.5.6 As personnel are available, message runners will be provided. In the event no runners are available, operators must deliver messages to the Operations Section.

5.0 Duration of Events

5.1 An attempt will be made by the EOC IC to determine Ham Operator needs as quickly as possible.

5.2 Once duration of need is determined, the Ham ECS-OL and/or AEC will be responsible for personnel rotation and scheduling.

Appendix A

Station Assignment & Staffing Levels

STATION / LOCATION	WFLSD-ECS MEMBER REQUIREMENT
STATION 31 **19900 144 AVE NE** **WOODINVILLE, WA**	
STATION 32 14700 148 AVE NE WOODINVILLE, WA	
STATION 33 **19825 NE 133 St.** **WOODINVILLE, WA**	
STATION 34 12703 NE 144 ST. KIRKLAND, WA	
STATION 35 **17825 AVONDALE RD.** **WOODINVILLE, WA**	

Appendix B

FREQUENCIES

Primary Coordinating Frequency (repeater)

Secondary Coordinating Frequency (repeater)

Primary Alternate Coordinating Frequency(Simplex)

Secondary Alternate Coordinating Frequency (Simplex)

Primary Net Control Frequency (Simplex)

Secondary Net Control Frequency (Simplex)

Appendix C

Propagation Study Results

A propagation study will be performed initially and as often as deemed necessary thereafter to maintain a quality assessment of area and equipment capabilities. This study will take place between all district stations and the remote site designated by the Woodinville Ham Coordinator. The following table details the results of communications at 147.480 simplex - wattage of transmission given in parentheses, while the signal reading are given first:

STATION REPORTING	HIGH POWER READING	LOW POWER READING	COMMENTS

EMERGENCY COMMUNICATIONS SPECIALISTS MEETING

SPONSOR

WOODINVILLE
FIRE & LIFE SAFETY DISTRICT

AGENDA

JULY 29,1994

6:30 Introductions - Scott Key, *N7GUZ*

6:45 The Need - Dominic V Marzano, Battalion Chief, WFLSD

7:00 What Amateur Radio Operators " ***Can Do "*** - Scott Key, *N7GUZ*

7:15 The Fire District Plan - Dominic V. Marzano

7:30 The Amateur Radio Plan - Scott Key, *N7GUZ*

7:45 Where do we go from here ? Questions ?

1. *Membership*
2. *Next meeting*
3. *Training*

N8GNJ

Amateur Packet Radio TCP/IP
IP Address 44.24.110.13
n8gnj@sw.n8gnj.ampr.org

Steve Stroh N8GNJ
14919 NE 163rd Street
Woodinville, WA 98072
206.481.5735
strohs@halcyon.com

August 30, 1994

Mr. Dominic Marzano, Battalion Chief
Woodinville Fire & Life Safety District
19900 144th Avenue NE
Woodinville, WA 98072
206.483.2131 voice, 206.486.0361 fax

Dear Dominic:

This letter is to provide you with an initial "wish list" that you requested at last night's Amateur Radio meeting, for purposes of your 1995 budget planning. My primary interest and expertise is in Packet (computer to computer - data communications) Radio. I fully recognize that Packet is not applicable to every emergency communications event, but I feel strongly that it has capabilities that cannot be duplicated by other modes of Amateur Radio communications.

There are two important pieces of information needed from you, in my opinion. The first is a "roster" list of those amateurs that have expressed an interest in your program. We need to know how to contact each other- providing only callsigns and first name is sometimes sufficient due to the Amateur Radio Callbook listing, but it's far better to have current information that the Amateurs themselves have provided recently. The second is a basic outline map of the Woodinville Fire & Life Safety District, showing main roads, important facilities (fire stations, schools, government buildings, landmarks such as the Wineries, "Safeways", FEMA/Red Cross designated evacuation centers, etc.) The map should show any "Fire Department Insider" information such as station numbers, radio callsigns, etc. It should, if possible, (eventually) show any relevant Amateur Radio sites (repeaters, major home base stations, etc.), and any fire department or public safety radio sites- Cellular Telephone towers, fire department repeaters, etc. The map doesn't have to include all of this information to be useful, but if that information is available, it could potentially be helpful.

The first comment that I have is that the Amateur Radio room is small. Anything that can be relocated out of the room should be. There should be some minimal storage made available to the Amateurs, such as an upright "Lyons" cabinet, for storage of supplies and equipment outside of the room. A couple of file cabinets may also be adequate. The room needs better ventilation- several bodies, power supplies, radios, computers, etc. will generate a surprising amount of heat that, without good ventilation, will have nowhere to go. There should be a small (well secured, with raised lip ("earthquake resistant") bookshelf mounted on one wall for frequently used reference manuals, notebooks, etc.

There should be a small whiteboard mounted in the Amateur Radio room. This is very handy for writing callsigns, special instructions, etc. that need to be referred to frequently by all of the operators.

A substantial Ground Bus should be provided in the Amateur Radio room. This is typically a 1.5" x .5" x 6' copper bar, drilled and tapped, connected to a very solid earth ground with a 10' or so stake driven into the soil. I'm sure this is standard practice for your Fire Department communications equipment, and that Fire Department communications personnel could advise you on this. The ground bus is critical to prevent HF (Short Wave, long distance) signals from being radiated into other equipment.

The two Amateur Radio antennas currently installed are a good start. More antennas will ultimately be needed. Having access to separate antennas for Amateur Radio 2 meter (144 MHz), 222 MHz, and 440 MHz bands would be important. In particular, the 222 MHz band should not be overlooked despite it not being as popular as 2 meters and 440 MHz. Better would be a tri-band (2m, 222, 440) antenna on top of the proposed 100 foot tower. This would allow one run of high quality feedline between the antenna and Amateur Radio Room. A matching "triplexer" to allow a 2m, 222, and 440 radio to work simultaneously through the antenna should be provided. The Comet CX333 and Diamond X-3200A are Fiberglas whip tri-band antennas.

A general purpose scanner (one of the better Radio Shack models is more than adequate) should be provided, along with its own dedicated wideband (discone) antenna. This would be used for monitoring multiple Amateur Radio repeaters. The unit should be capable of 12 volt DC input as well as 110 VAC input.

An Uninterruptable Power Supply (UPS) should be provided to protect the computer equipment to protect the computers from the inevitable glitches of generator-produced power. With the UPS, potentially critical data won't be lost if generator power is lost- even briefly. The radios and other 12 VDC only equipment will be protected from power loss by a storage battery that can carry the 12 VDC load for a few minutes if power is lost. I can recommend the American Power Conversion (APC) SmartUPS 600 and SmartUPS 900 units from professional experience.

As mentioned above, a 12 Volt DC power system, including a 12 volt deep cycle storage battery and appropriate automatic charging circuit, should be provided. There should be two 12 VDC power distribution buses available. The first is multiple (typical automotive) cigarette lighter jacks (outlets). The second is multiple 12V American Radio Relay League (ARRL) Field Services "standard" 12 VDC connectors. I just received the basic information on this connector in a fax from the ARRL Field Services department, and I will attempt to put the drawing I received into a full page 8.5" x 11" drawing with more detail that what they provided, suitable for handouts at future meetings. Both of these power distribution systems would probably have to be custom manufactured by the Amateur Radio group.

During a communication emergency, packet radio operators will probably report for duty with laptop computers. The laptop computers will have printer ports, but likely no printers. If the

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printers currently available in the Amateur Radio room can be used by the Amateur Radio operators, great! If not, a least two printers should be available. I recommend low end Epson models since they are so universally compatible with almost all software. Extra paper and ribbons should be provided, as well as a number of 10' and 25' printer cables.

It hasn't been widely acknowledged by the ARRL or Red Cross (that I'm aware of), but a surprising amount of Health and Welfare traffic during the last several large scale disasters has been handled over commercial information service providers such as CompuServe, Prodigy, and America On Line (as well as the Internet itself). The information service companies have their own dedicated communications circuits that are unaffected by the congestion of the public telephone network. If you can connect to a local node of these systems, such as was possible in the most recent earthquakes in California, you can communicate nationwide, and (not uncommonly) globally. For this reason, I recommend that the Amateur Radio room be wired with telephone circuits for modem communication. These do not have to be dedicated circuits. The circuits should be "analog" circuits such as that found in a typical home- NOT a circuit that is connected to an office "PBX" telephone switch that would prevent a modem from being effectively used.

Supplies:
This might seem obvious, but lots of paper, pencils, pencil sharpener, spiral bound notebooks, 3 ring binders, clipboards, etc. should be provided.

Several coils of heavy-duty red & black "ZIP" cord should be provided to be able to make up safe and effective DC power cords on the spot.
300 feet of good quality coaxial cable should be provided. I recommend RG213- it is reasonably flexible and relatively low signal loss.

Sincerely,

Steve Stroh N8GNJ